

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

MEMBERS ABSENT: NONE

ALSO PRESENT: PAUL BAILEY, STEWART, BEAUVAIS & WHIPPLE, CPA
STEVE RUTKOUSKI AND MITCHELL JACQMAIN, SPICER GROUP
GREG RANDALL, DPW SUPERINTENDENT
SHARON WILTON, COMMUNITY EVENTS COORDINATOR
PAT SMITH, FIRE CHIEF
LAUREN POWERS, POTENTIAL FIRE DEPARTMENT PROBATIONARY MEMBER
LISA SHAGNEA, ASSESSOR

Motion by Kish, seconded by Bradley, to approve the Minutes of the **SPECIAL MEETING** and **REGULAR MEETING** of December 4th, 2019; and the **SPECIAL MEETING** of December 30th, 2019, as printed and posted. Vote, Unanimous.
MOTION PASSED.

CITIZENS WISHING TO ADDRESS THE BOARD: *

Dave Norris, Brace Road, regarding Item #3, NEW BUSINESS: Proposed hourly wage increase to DPW Office Assistant, Shelly Lynch. He feels it seems to be a pretty substantial increase.

APPROVAL OF AGENDA:

Motion by Kish, seconded by Bruckner, to approve the Agenda, as printed and posted. Vote, Unanimous.
MOTION PASSED.

PRESENTATIONS:

1. PRESENTATION BY STEVE RUTKOUSKI AND MITCHELL JACQMAIN OF SPICER GROUP REGARDING SAW GRANT:

- POINTS OF DISCUSSION: *
- * Asset Management Plans - Grant Budget for Fort Gratiot Township indicating structural defects
Operation and Maintenance Defects;
Reinforced Concrete Pipe - Sanitary Sewer;
Stages of H₂SO₄ Corrosion and fixing the issue - CIPP Lining;
Miscellaneous Surface Damage Codes within the System;
Aggregate Missing and Surface Spalling;
Collection System Point Repairs;
Operations and Maintenance, Manhole Rehabilitation and Pump Stations;
Rate Structure;
 - * Summary - Overall the sanitary sewer system is in good condition; Take a proactive approach to the pump stations and the reinforced concrete pipe within the sewer system, Continue to perform annual operations and maintenance, Implement Capital Improvement Plan and Review annually and modify rates, accordingly.

2. PRESENTATION BY PAUL BAILEY, STEWART, BEAUVAIS & WHIPPLE, P.C., REGARDING WATER/SEWER RATE ADJUSTMENTS:

- POINTS OF DISCUSSION: *
- * Water/Sewer Rates necessary to cover estimated expenses of the water & sewer system;
 - * City of Port Huron increased water rates by approximately 2.5% for 2020 and 3%, thereafter;
 - * Sewer treatment costs;
 - * Operating costs, excluding water purchases and treatment costs, expected to increase by 2-3%;
 - * Meter Replacement Program in 2020;
 - * Plans to issue Bonds to extend water services for a main between Keewahdin and Carrigan bonds (approximately \$850,000), which will require debt payment of approximately \$70,000 starting in 2021;
 - * Suggested rate increases are estimated to provide approximately \$200,000 for improvements to the water/sewer systems in 2020
 - * Preliminary results of the SAW Grant project determined the Township should make \$4.2 million dollars of improvements over the next 15 years, or approximately \$283,000 per year.
 - * Comparison of rates with City of St. Clair, Marine City, Clay Township, China Township, Cottrellville Township, City of Marysville, East China Township, Port Huron Township, Kimball Township and the City of Port Huron.

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

TREASURER'S REPORT:

GENERAL FUND	\$	1,496,274.32
FIRE DEPARTMENT FUND	\$	474,284.80
FIRE CAPITAL IMPROVEMENT FUND	\$	172,053.44
POLICE PROTECTION FUND	\$	218,770.57
TRASH / RECYCLING FUND	\$	34,095.35
BUILDING DEPARTMENT FUND	\$	15,867.41
UTILITY RECEIVING FUND	\$	1,877,571.59
TOTAL	\$	4,288,917.48
MISCELLANEOUS PROJECTS	\$	1,459,973.68
GRAND TOTAL	\$	5,748,891.16

Motion by Montgomery, seconded by Kish, to receive the Treasurer's Report, as given. Roll Call Vote, 7/0.
MOTION PASSED. TOTAL TREASURER'S REPORT APPROVED IN THE AMOUNT OF \$ 5,748,891.16.

BILLS PRESENTED FOR APPROVAL:

GENERAL FUND	\$	120,173.64
FIRE DEPARTMENT FUND	\$	36,106.20
FIRE CAPITAL IMPROVEMENT FUND	\$	7,815.16
POLICE PROTECTION FUND	\$	62,917.83
TRASH / RECYCLING FUND	\$	55,315.35
BUILDING DEPARTMENT FUND	\$	1,980.25
UTILITY RECEIVING FUND	\$	38,353.73
GRAND TOTAL	\$	322,662.16

Motion by Bradley, seconded by Bruckner, to pay bills, as presented. Roll Call Vote, 7/0. **MOTION PASSED.**
BILLS APPROVED IN THE AMOUNT OF \$ 322,662.16.

SHERIFF DEPARTMENT REPORT: Given by representative of Sheriff Department: Captain King

Total Calls for Service for the month of November, 2019, (354). Number of Patrol Hours, (900). 8 Animal Complaint; 4 Assault & Battery; 34 Assist Other Depts.; 52 Assist Public; 26 B&E/Alarm; 1 B&E Building/Vehicle; 4 Disorderly Persons; 12 Domestic Assault; 1 Fraud; 6 Harassment & Threats; 8 Juvenile Matter; 14 Larceny; 3 MDP; 4 PI Traffic Crash; 44 PD Traffic Crash; 7 Retail Fraud; 1 Robbery; 3 Sex Offense; 2 Stolen Vehicle; 26 Suspicious Incidents; 3 Trespasser; 91 Misc.: School Checks/Warrant Arrests/Follow-up/BOL, 911 Hang-ups, etc.; 137 Traffic Stops; 56 Tickets Issued.

Total Calls for Service for the month of December, 2019, (346). Number of Patrol Hours, (930). 6 Animal Complaint; 6 Assault & Battery; 25 Assist Other Depts.; 67 Assist Public; 21 B&E/Alarm; 4 B&E Building/Vehicle; 8 Disorderly Persons; 15 Domestic Assault; 6 Fraud; 4 Harassment & Threats; 4 Juvenile Matter; 8 Larceny; 3 MDP; 1 Narcotics; 6 PI Traffic Crash; 50 PD Traffic Crash; 8 Retail Fraud; 33 Suspicious Incidents; 69 Misc.: School Checks/Warrant Arrests/Follow-up/BOL, 911 Hang-ups, etc.; 142 Traffic Stops; 44 Tickets Issued.

CITIZENS WISHING TO ADDRESS THE SHERIFF: * NONE

FIRE DEPARTMENT REPORT: Total runs for the month of November, 2019, (129). 113 Rescue/EMS; 3 Hazardous Condition (No Fire); 3 Service Calls; 4 Good Intent Calls; 6 False Alarm/False Call. Total Cost, \$23,467.25.

Total runs for the month of December, 2019, (128). 2 Fire; 104 Rescue/EMS; 2 Hazardous Condition (No Fire); 4 Service Calls; 5 Good Intent Calls; 11 False Alarm/False Call. Total Cost, \$25,282.25.

BUILDING DEPARTMENT REPORT: Total permits issued for the month of November, 2019, (6). 2 Residential Addition/Alteration/Repair (Val. 18,733); 1 Residential Accessory Structure (Val. 1,200); 2 Fence (Val. 8,800); 1 New Commercial Structure (Val. 820,000). Total Valuation, \$ 848,733.00. Total Fees, \$ 4,713.00.

Total permits issued for the month of December, 2019, (9). 3 Residential Addition/Alteration/Repair (Val. 36,810); 3 New Commercial Structures (Val. 500,000); 1 Commercial Addition/Alteration/Repair (Val. 480,000); 2 Signs (Val. 19,200). Total Valuation, \$1,036,010. Total Fees, \$7,101.00.

BUILDING DEPARTMENT YEAR-END REPORT ALSO INCLUDED IN PACKET.

PLUMBING/MECHANICAL INSPECTOR'S REPORT: Total permits issued for the month of November, 2019, (15). 11 Mechanical (2,270.00); 4 Plumbing (500.00). Total Fees, \$ 2,770.00.

Total permits issued for the month of December, 2019, (17). 12 Mechanical (1,675.00); Plumbing (1,439.00). Total Fees, \$3,114.00.

ELECTRICAL DEPARTMENT REPORT: Total permits issued for the month of November, 2019, (10). Total Fees, \$2,232.00.
Total permits issued for the month of December, 2019, (7). Total Fees, 3,553.00.

ORDINANCE ENFORCEMENT OFFICER REPORT: Total complaints in the month of November, 2019, (1). 1 Unlicensed Vehicle.
Total complaints in the month of December, 2019 - NONE

CORRESPONDENCE:

1. Michigan Township Participating Plan (MTPP)'s free Educational Seminars & Lunch, Thursday, January 23, 2020 at the Courtyard Marriott in Mt. Pleasant, beginning at 10:30 a.m.

Motion by Buechler, seconded by Oprita, to accept Reports and Correspondence, as presented. Vote, Unanimous.
MOTION PASSED.

PUBLIC HEARING, CONTINUED: NONE

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

1. Motion by Bradley, seconded by Oprita, to adopt the Resolution Amending Appendix "A" of Chapter 36, Utilities (2020-001), increasing the Ready to Serve Fee from \$30.00 per quarter to \$31.50 per quarter; increasing the quarterly water consumption charges from \$34.75 per 1,000 CF to \$36.50 per CF; and increase the quarterly sewer treatment charges from \$30.00 to \$31.50 per 1,000 CF of metered water used or metered sewage, effective beginning with January 1st, 2020 consumption to be billed on April 1st, 2020.

AMENDMENTS: * Increase Ready to Serve Fee from \$30.00 per quarter to \$31.50 per quarter;
* Increase quarterly water consumption charges from \$34.75 per 1,000 CF to \$36.50; and
* Increase quarterly sewer treatment charges from \$30.00 to \$31.50 per 1,000 CF of metered water used or metered sewage.

POINTS OF DISCUSSION: * Effective beginning with January 1st, 2020 consumption to be billed on April 1st, 2020.
* Improvements to Sewer Treatment Plant
* Desire to establish an Advisory Board with regard to the Sewer Treatment Plant
* Parker Road Waterline Extension

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

2. Motion by Kish, seconded by Bruckner, to approve the Fire Chiefs request to hire Lauren Powers as a Probationary Member to the Fire Department, effective January 21, 2020, at a pay rate of \$ 8.25 per run.

POINTS OF DISCUSSION: * Ms. Powers was present and introduced by Chief Smith. Ms. Powers has EMT License and works for, both, Tri-Hospital EMS and Lake Huron Medical Center
* Starting Firefighter 1 & 2 Training January 21, 2020
* Probationary Members receive ½ the rate per run in accordance with Fire Department SOG's.

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

3. Motion by Kish, seconded by Oprita, to approve the DPW Superintendents request for hourly wage increase for DPW Office Assistant, Shelly Lynch.

POINTS OF DISCUSSION: * Increase from \$16.45 to \$18.97 per hour
* Comparable Wage Study with Port Huron Township (\$19.00 - \$21.00 per hour) and City of Port Huron (\$19.00 - \$22.00 per hour).
* Shelly has been employed in this position for 16 years, with the last 7 years being Full Time
* Need for an evaluation of wages, prior to setting annual budget. Longevity and fair wages.
* Issues with these matters coming to the Board *after* the Budget has been adopted.
* Cross training

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

NEW BUSINESS, CONTINUED:

4. Motion by Bruckner, seconded by Oprita, to approve expenditures of up to \$10,000, to participate in the *Coastal Community Resilience Matching Grant* Program.

POINTS OF DISCUSSION: * Would be integrated into our Township Master Plan
* Helps to provide community with information about water problems, rather than acting after the fact, providing training to help our residents be resilient.
* 50/50 Match, meaning it could cost up to \$10,000 for the Township, which could be taken from the Townships General Fund.

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

5. Motion by Oprita, seconded by Bradley, to approve COMCAST's request and grant the Uniform Video Service Local Franchise Agreement, as presented; and authorize the Township Clerk to sign the Agreement on behalf of Fort Gratiot Charter Township.

POINTS OF DISCUSSION: * Previous 20 year Agreement has expired; new Agreement is a 10 year, with an option to extend for an additional 10 years.

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

6. 2020 ANNUAL MEETING WITH ST. CLAIR COUNTY ROAD COMMISSION, THURSDAY, FEBRUARY 27, 2020:

POINTS OF DISCUSSION: * Three (3) Sessions: 1 pm - 3 pm; 3:30 pm - 5:30 pm; or 6:30 pm - 8:30 pm

Motion by Crawford, seconded by Kish, to set a Special Meeting date with the St. Clair County Road Commission for the 2020 Annual Meeting, on Thursday, February 27th, 2020, during the 1 p.m. - 3 p.m. session. Vote, Unanimous.
MOTION PASSED.

BOARD DISCUSSION:

- MTA Chapter meeting February 6th, 2020 at Alexanders Banquet Facility in Marysville
- EDA February 11th, 2020 at City Flats in downtown Port Huron
- Clean-up options for debris on the west side of M-25

Boy Scout Troop, Pack 110 out of Keewahdin Middle School, in attendance and introduced as: Dylan Weston, Anthony Bongiorno, Owen Benedict, Jackson Hustek, Ryan Jaynes, Bryce Rossow.

CITIZENS WISHING TO ADDRESS THE BOARD: NONE

Motion by Kish, seconded by Bradley, to adjourn. Time, 7:41 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