

MEMBERS PRESENT: CRAWFORD, OPRITA, BUECHLER, BRADLEY, KISH, BRUCKNER AND ARMBRUSTER  
 MEMBERS ABSENT: NONE  
 ALSO PRESENT: PAT SMITH, FIRE CHIEF  
 LISA SHAGENA, ASSESSOR  
 PATTI BUNDY, UTILITY BILLING CLERK  
 ROBERT MONTGOMERY, FORMER TRUSTEE

Motion by Bradley, seconded by Kish, to approve the Minutes of the REGULAR MEETING of December 2<sup>nd</sup>, 2020, as printed and posted. Vote, Unanimous. **MOTION PASSED.**

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

**APPROVAL OF AGENDA:**

Motion by Kish, seconded by Bruckner, to approve the Agenda, excluding Item #1, NEW BUSINESS: Presentation by Paul Bailey, UHY, LLP, re: Water Rates; and adding Item #11, NEW BUSINESS: Appointment to Zoning Board of Appeals. Vote, Unanimous. **MOTION PASSED.**

**TREASURER'S REPORT:**

GENERAL FUND	\$	1,866,222.72
FIRE DEPARTMENT FUND	\$	743,859.34
FIRE CAPITAL IMPROVEMENT FUND	\$	263,369.20
POLICE PROTECTION FUND	\$	342,549.19
TRASH / RECYCLING FUND	\$	100,754.66
BUILDING DEPARTMENT FUND	\$	33,578.11
UTILITY RECEIVING FUND	\$	1,455,487.48
TOTAL	\$	4,805,820.70
MISCELLANEOUS PROJECTS	\$	1,468,413.47
GRAND TOTAL	\$	6,274,234.17

Motion by Armbruster, seconded by Bruckner, to receive the Treasurer's Report, as given. Roll Call Vote, 7/0. **MOTION PASSED. TOTAL TREASURER'S REPORT APPROVED IN THE AMOUNT OF \$ 6,274,234.17.**

**BILLS PRESENTED FOR APPROVAL:**

GENERAL FUND	\$	25,412.91
FIRE DEPARTMENT FUND	\$	9,821.92
FIRE CAPITAL IMPROVEMENT FUND	\$	7,815.16
POLICE PROTECTION FUND	\$	75,209.61
TRASH / RECYCLING FUND	\$	55,944.11
BUILDING DEPARTMENT FUND	\$	50.00
UTILITY RECEIVING FUND	\$	273,705.28
TOTAL	\$	447,958.99
MISCELLANEOUS PROJECTS (MAINT. & IMP.)	\$	2,700.00
GRAND TOTAL	\$	450,658.99

Motion by Bradley, seconded by Kish, to pay bills, as presented. Roll Call Vote, 7/0. **MOTION PASSED. BILLS APPROVED IN THE AMOUNT OF \$ 450,658.99.**

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

**SHERIFF DEPARTMENT REPORT:** Given by representative of Sheriff Department: Lieutenant, Matt Pohl

Total Calls for Service for the month of November, 2020, (269). Number of Patrol Hours, (1080). 7 Animal Complaint; 3 Assault & Battery; 23 Assist Other Depts.; 31 Assist Public; 31 B&E/Alarm; 3 B&E/Building & Vehicle; 6 Disorderly Persons; 15 Domestic Assault; 16 Fraud; 6 Harassment & Threats; 4 Juvenile Matter; 5 Larceny; 3 MDOP; 1 Narcotics; 4 PI Traffic Crash; 39 PD Traffic Crash; 4 Retail Fraud; 1 Sex Offense; 1 Stolen Vehicle; 17 Suspicious Incidents; 45 Misc.: School Checks/Warrant Arrests/Follow-up/BOL, 911 Hang-ups, etc.; 89 Traffic Stops; 32 Tickets Issued.

Shop with a Cop - Distributed Food Baskets and Gift Cards.

**CITIZENS WISHING TO ADDRESS THE SHERIFF:** \* NONE

**FIRE DEPARTMENT REPORT:** Total runs for the month of November, 2020, (132). 5 Fire; 103 Rescue/EMS; 9 Hazardous Condition (No Fire); 5 Service Calls; 7 Good Intent Calls; 3 False Alarm/False Call. Total Cost, \$25,226.50.

Shop with a Hero - Distributed gifts to 30 kids.

**BUILDING DEPARTMENT REPORT:** Total permits issued for the month of November, 2020, (14). 2 Residential Addition/Alteration/Repair (Val. 71,604); 4 Residential Accessory Structure (Val. 30,000); 3 Manufactured Homes (Val. 18,000); 1 Residential Demolition (Val. 12,800); 2 Commercial Addition/Alteration/Repair (Val. 30,000); 2 Signs (Val. 24,525). Total Valuation, \$ 186,929.00. Total Fees, \$ 2,095.50.

**PLUMBING/MECHANICAL INSPECTOR'S REPORT:** Total permits issued for the month of November, 2020, (21). 11 Mechanical (4,928.00); 10 Plumbing (1,600.00). Total Fees, \$ 6,528.00.

**ELECTRICAL DEPARTMENT REPORT:** Total permits issued for the month of November, 2020, (7). Total Fees, \$1,563.00.

**ORDINANCE ENFORCEMENT OFFICER REPORT:** NONE

**CORRESPONDENCE:** NONE

Motion by Oprita, seconded by Bradley, to accept Reports, as presented. Vote, Unanimous. **MOTION PASSED.**

**PUBLIC HEARING(S):** NONE

**UNFINISHED BUSINESS:** NONE

**NEW BUSINESS:**

1. OMITTED presentation from Paul Bailey, Township Auditor, with UHY, LLP regarding water rates, until a later date.

2. APPOINTMENT OF TOWNSHIP BOARD MEMBER TO ZONING BOARD OF APPEALS:

- POINTS OF DISCUSSION: \*
- \* Previously represented by former Trustee, Robert Montgomery.
  - \* Four (4) Year Term
  - \* Not required to have a Board of Trustee Representative on the ZBA

Motion by Crawford, seconded by Armbruster, to appoint Trustee Bradley as Township Board Representative to the Zoning Board of Appeals, for a four (4) year term to expire 11/20/2024. Roll Call Vote, 7/0. **MOTION PASSED.**

3. Motion by Crawford, seconded by Bradley, to approve the \$80,000.00 2020 Budget Amendment for Fire Department Capital Outlay.

FIRE EQUIPMENT - ONE SIDED ENTRY; WE HAVE ENOUGH REVENUE TO COVER EXPENSES  
403-000-970-000 - CAPITAL OUTLAY => \$1,000 \$80,000.00

- POINTS OF DISCUSSION: \*
- \* Down payment for new truck
  - \* 2021 Budgeted Item

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

4. Motion by Bradley, seconded by Bruckner, to approve the Treasurer's request and write-off the Escrow balance due from Stonefield Development (Fort Gratiot Management, LLC), in the amount of \$3,194.84. Roll Call Vote, 7/0. **MOTION PASSED.**

**NEW BUSINESS, CONTINUED:**

5. Motion by Bruckner, seconded by Oprita, to adopt the St. Clair County Road Commission Agreement, above, at a total cost to the Township of \$69,000.00, as follows:

LOCATION	TYPE OF WORK	TOTAL PROJECT COST	COST TO TOWNSHIP (50%)	
FAIRWAY DRIVE	1.5" Asphalt Overlay from Krafft Road to Keewahdin Road	\$ 138,000.00	\$	69,000.00
		\$ 138,000.00	\$	69,000.00

Motion by Bruckner, seconded by Oprita, to adopt the St. Clair County Road Commission Agreement, above, at a total cost to the Township of \$69,000.00. Roll Call Vote, 7/0. **MOTION PASSED.**

6. Motion by Oprita, seconded by Buechler, to accept the Letter of Resignation, from Bo Devroy, from the Fort Gratiot Fire Department. Vote, Unanimous. **MOTION PASSED.**
7. Motion by Buechler, seconded by Bradley, to authorize the Fire Chief to post the Job Description and Hire a Full-Time Firefighter/EMT, at a starting salary range of a minimum of \$40,000 for a 40 hour work week; and to accept his three (3) year step-pay increase plan.

POINTS OF DISCUSSION: \* Starting salary range a minimum of \$40,000 for a 40 hour work week, with the possibility to earn up to \$50,000 by returning for after hour calls (if residing in the response area).  
 \* Recommending three (3) year step pay increase plan, as follows:  
 1<sup>st</sup> year - \$40,000.00;  
 2<sup>nd</sup> year - \$42,000.00; and  
 3<sup>rd</sup> year - \$42,000, plus annual board approved pay increase.

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

8. Motion by Armbruster, seconded by Bradley, to approve the Fire Chief's request to increase Fire Response pay rate, effective the first pay period of 2021, as noted.
- Paid-on-Call \$17.00 per call (up from \$16.50)
  - Officers per Call
    - Lieutenant \$18.00 per call
    - Captain \$19.00 per call (up from \$18.50)
    - Chief \$20.00 per call (up from \$19.50)
  - Shift Work \$17.00 per hour (up from \$16.50)

POINTS OF DISCUSSION: \* Proposed pay increases were included in Fire Department 2021 Budget  
 \* Pay ranges of surrounding communities

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

9. Motion by Bradley, seconded by Bruckner, to amend the Township Personnel Policy and adopt the Resolution to Allow Employees to be Paid for up to Five (5) Days Unused PTO at Year End (2020-031). Roll Call Vote, 7/0. **MOTION PASSED. RESOLUTION ADOPTED.**
10. Motion by Kish, seconded by Armbruster, to adopt the Resolution Approving Submission of Coastal Grant Application for Keewahdin Beach Accessibility Improvements (2020-032), at a total cost of \$152,500.00.

POINTS OF DISCUSSION: \* Working with BMJ Engineers & Surveyor's to apply for Grant through EGLE, to create an ADA Walkway at the Keewahdin Beach.

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

11. **NO ACTION TAKEN** on the appointment to the Zoning Board of Appeals, too allow time to post the open position publicly.

**BOARD DISCUSSION:**

- Status of clean-up of donation boxes located on the former Swissel's Inn parcel. Discussion of various donation boxes located at various locations in the Township.
- Status of real estate purchase for the North ½ of the pond property on Parker Road.

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

Motion by Kish, seconded by Bradley, to adjourn. Time, 7:47 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