

WINDSOR CHARTER TOWNSHIP
BOARD OF TRUSTEES MEETING – Tuesday, May 14, 2013
TOWNSHIP MEETING ROOM, 300 W. Jefferson, Dimondale, MI – 7:30 P.M.

AMENDED

1. CALL TO ORDER by Supervisor Butler with the Pledge of Allegiance. Present: Butler, Kandler, Keefe-Lewis, Braman, Myers, and Blair. Absent: **None, MARSH**

2. APPROVE THE AGENDA. **Kandler moved / Blair seconded, to approve the agenda as amended. Items added to Unfinished Business include: Payroll, Deferred Comp, and the Audit. Under New Business: Murray Marsh resignation from township board, FOIA, Cemetery extra part time help, and Use of the building by the Eaton Conservation Group. Carried unanimously.**

3. Minutes of April 23 Board meeting and

4. Minutes of May 7 Special Meeting.

Blair moved / Braman seconded, to table until the May 28 Board meeting, minutes of the April 23 and May 7 meetings. Carried unanimously.

5. Treasurer's Report for March 2013. **Keefe-Lewis moved/ Myers seconded to approve the treasurer's report. Carried unanimously.**

6. Clerk's Reports. Payroll Report. **Blair moved / Myers seconded to approve checks numbered 22137 – 22150, provided that #22149 has an hourly timesheet attached to it. Carried unanimously.** General Fund Bills Report. **Myers moved/ Keefe-Lewis seconded to approve the general fund bills as amended. Carried unanimously.**

7. REPORTS:

SHERIFF'S DEPT. 125 traffic incidents. OUT OF 216 INCIDENTS

PLANNING COMMISSION. Blair reported that there **will be WAS** a Public Hearing on May 8 regarding the Andy McLean special use permit.

SEWER BOARD. Met on April 18. Working on landscaping for the River project. Passed resolution determining where meetings will be posted. Received offer to run programs adjacent to the waste water treatment plant. Meeting is cancelled this month.

EMERGENCY SERVICES DEPT. Chief Miller reported 70 runs: 59 EMS and 11 fire runs. Personnel: Chief received resignation from Assistant Chief Michael Dent. **Butler moved/ Keefe-Lewis seconded, to accept resignation of Michael Dent. Carried unanimously.** Ava Drake has been promoted from trainee to full EMS. **Blair moved / Keefe-Lewis seconded, to approve the promotion of Ava Drake.**

ASSESSOR. Supervisor Butler reported that Preston's staff is still in the field doing assessments.

OTHER REPORTS & ANNOUNCEMENTS. Clerk Keefe-Lewis reported that the food bank is in need of donations.

8. PUBLIC COMMENT ON AGENDA ITEMS. Bill Long questioned when pay checks are issued. Jaye Bergamini had questions about checks. Fran Johnson reported that Planning Commission and Board of Review members need to be paid.

9. UNFINISHED BUSINESS:

Approve bill for nonmonetary insurance coverage. **MuyersMYERS moved / Keefe-Lewis seconded, to approve the \$352 coverage. Carried unanimously.**

Dirt Bike Track. Township has no enforceable ordinance and the township attorney is looking into the matter. Residents are concerned about the track regarding safety, noise, dust and their overall quality of life being subjected to a motocross track. There were two accidents recently.

Second Review of Site Ordinance. Ordinance will be published and taken up at a future meeting.

Audit. Supervisor met with the Lally Group to ensure that the township conducts a timely audit.

Deferred Comp. **RETIREMENT**: Board would like reports.

Payroll. Myers did research on Pontem and BS&A software. Windsor uses Pontem. He recommended that the clerk and treasurer take the Pontem training on June 7 and that they both get on-site training from Patrick Siddens of Pontem, prior to the more advanced June 7 training. Supervisor will look into the budget for funds for the training. Treasurer will contact Pontem.

Myers moved / Braman seconded, to schedule a Special Meeting for May 7 at 7 p.m. Carried unanimously. DUPLICATE FROM PAST MEETING (TAKEN PLACE)

10. NEW BUSINESS:

Insurance Defense – Thrun Law Firm said that defending the clerk would be a conflict of interest as they may only represent the township as a board. Burnham and Flower will contact the supervisor regarding the clerk's defense.

Dust Control. **Blair moved / Butler seconded, to accept the bid from S & M. Carried unanimously.**

Looking Forward. Supervisor reported that in two years the Creyts Road Bond will be paid off. She suggested new property on Holt Road for a township building, or for expanding the fire station.

Cemetery worker. **Myers moved / Kandler seconded, hiring a part time worker for the cemetery using up to \$3,000 in funds. Carried unanimously.**

Resignation. **Blair moved/ Myers seconded, accepting the resignation of Murray Marsh as Windsor Township Trustee. Carried unanimously.** A search will be conducted for a new trustee.

FOIA. Received requests recently.

Myers moved/ Blair seconded, to name treasurer Jane Kandler as new FOIA Coordinator. Ayes: five. Nays: one.

Eaton County Conservation Club. Would like to give a demonstration on local plants on May 29. However, there an EMT class is already being held in that room.

11.10. HEAR PUBLIC PRESENT ON ANY TOPIC. Resident MARGARET BENHAM would like the township to have another option for broadband service besides just WOWWAY, as residents deserve a choice and competition. She requested the date WOWWAY's contract expires and wanted to know their specifications. Sandy Pray reported that WHEN the Hall monument is WILL BE being repaired by Eaton Monument. BILL LONG STATED BEING WORKED ON. Jackie Wood thanked Myers for his research on payroll and software companies. Jaye Bergamini commented that the proposed condo ordinance needs to be published, yearly meetings need to be posted, township needs to hire a CPA to audit the township and that the township can self-report.

Moved by Myers/ seconded by Braman, that the Supervisor will call Cardinal Lally to investigate CPA firms in order to get a proposal regarding getting someone to focus on payroll and get records together. Carried unanimously.

12.11. ADJOURNMENT. Myers moved / Butler seconded, to adjourn the meeting at 9:44 p.m. Carried unanimously.

Linda Keefe-Lewis, Clerk

SUPERVISOR:

DATE APPROVED:

CLERK: