

OCEOLA TOWNSHIP BOARD
Minutes of June 7, 2018

The Oceola Township Board held a regular meeting on Thursday, June 7, 2018, at the Oceola Township Hall, with Supervisor William Bamber, Treasurer LuAnn Pless, and Trustees Lance Schuhmacher, Sean Dunleavy, Robert Henshaw, and Kieth Huff in attendance. Attorney Neal Nielsen also attended. Supervisor Bamber opened the meeting at 7:00 p.m. with the pledge to the flag.

Approval of May 3, 2018 Minutes

Schuhmacher moved to approve the Minutes of May 3, 2018, as presented. The motion was supported by Henshaw.

The motion carried.

Call to Public

James Bruney of 1080 Tudor informed the Board that he is running for County Commissioner and thanked the Board for improving roads in the Township.

There was no more response from the public.

Clerk's Resignation

Bamber read a letter of resignation from Clerk Kathleen McLean.

Henshaw moved to accept the Clerk's resignation as of May 31, 2018 and to declare the office of Township Clerk officially vacant.

The motion was supported by Dunleavy.

The motion carried.

Fill Open Clerk's Position

Henshaw moved to appoint Jaime Clay to the position of Oceola Township Clerk for the remainder of the current term, to expire November 20, 2020, to take effect immediately.

The motion was supported by Pless.

Roll Call Vote: 6-0-0

(Dunleavy-Y, Henshaw-Y, Huff-Y, Bamber-Y, Pless-Y, Schuhmacher-Y)

The motion carried.

County Clerk Elizabeth Hundley swore in Jaime Clay as Township Clerk, and the new Clerk was seated with the Board.

Public Hearing: Proposed Property Tax Millage Rate to Support the General Fund Budget

There was no response from the public.

Public Hearing: Proposed Budgets: General, Debt Service, and Special Revenue Funds

There was no response from the public.

General Appropriations Act (MCL 141.437) – Approve Tax Levy for FY 18/19

Huff moved to comply with the General Appropriations Act (MCL 141.437) by adopting Resolution No. 18-06-01, the tax levy for FY 18/19 of .6735 mills per \$1,000 of taxable value for the Operating Millage for the General Fund, to generate three hundred ninety-nine thousand, three hundred forty-three dollars even (\$399,343), which is seventeen thousand, nine hundred eighty-one dollars even (\$17,981) more than the amount levied for the 2017-2018 taxes; and a levy of .9641 mills per \$1,000 of taxable value for Township Roads, to generate five hundred seventy-one thousand, six hundred fifty dollars even (\$571,650), which is twenty-seven thousand, one hundred fifty-six dollars even (\$27,156) more than the amount levied for the 2017-2018 taxes.

The motion was supported by Dunleavy.

Roll Call Vote: 7-0-0

(Henshaw-Y, Dunleavy-Y, Schuhmacher-Y, Pless-Y, Bamber-Y, Clay-Y, Huff-Y)

The motion carried.

General Fund Budget Approval for FY 18/19

Dunleavy moved to adopt Resolution No. 18-06-02 to approve the General Fund Budget as presented for FY 18/19, reflecting revenue in the amount of one million, six hundred forty-three thousand, ten dollars even (\$1,643,010.00), and expenditures by category as follows:

Township Board	\$ 332,965.00
Assessor	\$ 91,030.00
Elections	\$ 21,800.00
Building and Grounds	\$ 60,192.00
General Services	\$ 260,500.00
Public Works	\$ 735,423.00
Planning Commission	\$ 36,400.00
Parks & Recreation	\$ 102,500.00
Other Miscellaneous	\$ 2,200.00
Capital Outlay	\$ 0.00
Transfers (Out) and Other Uses	\$ 0.00
Totaling	\$1,643,010.00

The motion was supported by Schuhmacher.

Roll Call Vote: 7-0-0

(Schuhmacher-Y, Pless-Y, Bamber-Y, Clay-Y, Huff-Y, Henshaw-Y, Dunleavy-Y)

The motion carried.

Special Funds Budget Approval for FY 18/19

Pless moved to adopt Resolution No. 18-06-03 to approve the Special Funds Budget for FY 18/19 as follows:

<u>Fund</u>	<u>Revenue</u>	<u>Expense</u>
Road Maintenance Fund	\$ 0.00	\$ 80,000.00
Road Millage Fund	\$550,000.00	\$1,000,000.00
Building Improvement Fund	\$900,000.00	\$ 100,000.00
Future Road Improvement	\$ 0.00	\$ 0.00
Public Safety Fund	\$ 0.00	\$ 0.00
Chemung Hills Golf Fund	\$ 80,000.00	\$ 70,000.00
Emergency Support Fund	\$ 0.00	\$ 0.00

The motion was supported by Schuhmacher.

Roll Call Vote: 7-0-0

(Pless-Y, Bamber-Y, Clay-Y, Huff-Y, Henshaw-Y, Dunleavy-Y, Schuhmacher-Y)

The motion carried.

Debt Service Budget Approval for FY 18/19

Schuhmacher moved to adopt Resolution No. 18-06-04 to approve the Debt Service Budget for FY 18/19 as follows:

<u>Fund</u>	<u>Revenue</u>	<u>Expense</u>
Water/Sewer Debt Reserve	\$600,000.00	\$600,000.00

The motion was supported by Huff.

Roll Call Vote: 7-0-0

(Bamber-Y, Clay-Y, Huff-Y, Henshaw-Y, Dunleavy-Y, Schuhmacher-Y, Pless-Y)

The motion carried.

Payment of Wages to Betty Beach June 1 – June 7, 2018

Dunleavy moved to pay Betty Beach wages at the regular rate for the Deputy Clerk for the week of June 1 – June 7, 2018, and to authorize her to sign checks and approve transfers of funds for the week of June 1 – June 7, 2018.

The motion was supported by Henshaw.

The motion carried.

Appointment of Deputy Clerk

Clay appointed Betty Beach as Deputy Clerk, effective immediately.

Approve Resolution 18-06-05, 2% Wage Increase for Staff for FY 18/19

Schuhmacher moved to approve Resolution No. 18-06-05, Compensation Schedule for Township Personnel for FY 18/19 as presented.

The motion was supported by Pless.

The motion carried.

Approve Resolutions 18-06-06, 18-06-07, 18-06-08, and 18-06-09,

Salary Increase for Elected Officials

Schuhmacher moved to approve Resolution No. 18-06-06, to set the base salary for the Township Supervisor at sixty-one thousand, five hundred eighty-three dollars even (\$61,583.00) for FY 18/19. The motion was supported by Huff.

Roll Call Vote: 7-0-0

(Clay-Y, Huff-Y, Henshaw-Y, Dunleavy-Y, Schuhmacher-Y, Pless-Y, Bamber-Y)

The motion carried.

Schuhmacher moved to approve Resolution No. 18-06-07, to set the base salary for the Township Clerk at sixty-one thousand, five hundred eighty-three dollars even (\$61,583.00) for FY 18/19.

The motion was supported by Dunleavy.

Roll Call Vote: 7-0-0

(Huff-Y, Henshaw-Y, Dunleavy-Y, Schuhmacher-Y, Pless-Y, Bamber-Y, Clay-Y)

The motion carried.

Dunleavy moved to approve Resolution No. 18-06-08, to set the base salary for the Township Treasurer at sixty-one thousand, five hundred eighty-three dollars even (\$61,583.00) for FY 18/19. The motion was supported by Schuhmacher.

Roll Call Vote: 7-0-0

(Dunleavy-Y, Schuhmacher-Y, Pless-Y, Bamber-Y, Clay-Y, Huff-Y, Henshaw-Y)

The motion carried.

Bamber moved to approve Resolution No. 18-06-09, to set the base salary for the position of Township Trustee at ten thousand, four hundred, two dollars even (\$10,402.00), plus ninety-five dollars even (\$95.00) per board meeting attended for FY 18/19.

The motion was supported by Pless.

Roll Call Vote: 7-0-0

(Schuhmacher-Y, Pless-Y, Bamber-Y, Clay-Y, Huff-Y, Henshaw-Y, Dunleavy-Y)

The motion carried.

Network Security – Cisco from I.T. Right

Henshaw moved to accept a quote from I.T. Right for a firewall in the amount of one thousand, thirteen dollars even (\$1,013).

The motion was supported by Huff.

The motion carried.

Playworld Change Invoice Request

Schuhmacher moved to pay an invoice from Playworld in the amount of two thousand, six hundred dollars even (\$2,600.00).

The motion was supported by Dunleavy.

The motion carried.

Pitney Bowes Postage Meter Contract

Schuhmacher moved to accept a proposal from Pitney Bowes for a lease agreement for a new postage meter.

The motion was supported by Henshaw.

The motion carried.

Check Signer –Add New Signers at Banks

Dunleavy moved to add the Clerk and Deputy Clerk to Oceola Township's bank accounts as authorized signers.

The motion was supported by Henshaw.

The motion carried.

Add Signers on the Township Credit Card

Huff moved to add Clay and Pless to the Oceola Township credit card, with Bamber remaining the administrator, and to remove McLean and Sauvage from the credit card.

The motion was supported by Dunleavy.

The motion carried.

Moll's Asphalt & Sealcoating Proposal for Parking Lot

Pless moved to accept a proposal from Moll's Asphalt & Sealcoating in the amount of four thousand, one hundred fifty-eight dollars even (\$4,158.00) for sealcoating and striping the Township parking lot.

The motion was supported by Dunleavy.

The motion carried.

MTA Dues Invoice

Dunleavy moved to pay an invoice from MTA for annual dues and legal defense fund covering 7/1/2018 – 6/30/2019, in the amount of five thousand, seven hundred eighty-seven dollars and fifty-seven cents (\$5,787.50).

The motion was supported by Schuhmacher.

The motion carried.

Set Public Hearings for Private Roads Maintenance for July 5, 2018

Schuhmacher moved to set the Public Hearings for the Special Assessment Districts for Private Roads for July 5, 2018.

The motion was supported by Henshaw.

The motion carried.

Chemung Hills Fence Repair Charge to Car Owner

Schuhmacher moved to turn an invoice from Sacfence in the amount of seven hundred fifty dollars even (\$750.00) over to the Township attorney to collect from the car owner.

The motion was supported by Pless.

The motion carried.

Chemung Hills Halfway House Roof

Huff moved to approve a proposal from R.P. Roofing, Inc. in the amount of two thousand, five hundred dollars even (\$2,500.00) to replace the roof of the Midway House at Chemung Hills.

The motion was supported by Henshaw.

Roll Call Vote: 6-0-1 Abstention

(Pless-Y, Bamber-Y, Clay-Abstain, Huff-Y, Henshaw-Y, Dunleavy-Y, Schuhmacher-Y)

The motion carried.

Chemung Hills Patio Furniture Proposal

Pless moved to purchase patio furniture for Chemung Hills Golf Club at a cost of five thousand, seven hundred forty-three dollars and ten cents (\$5,743.10), with Chemung Hills to pay the first seven hundred fifty dollars even (\$750.00) and the Township to pay the remaining four thousand, nine hundred ninety-three dollars and ten cents (\$4,993.10), and to recommend that the furniture be put away, out of the weather, for the winter.

The motion was supported by Henshaw.

The motion carried.

Payment of Bills

Huff moved to authorize the payment of bills from the following fund: Building and Site B ONE (469) in the amount of \$2,600.00, and to approve the prepaid expenses from the following funds:

General Fund (101)	\$ 61,682.49
Sewer Tap Dist. Fund 2 S2FNB (460)	\$2,004,800.00
W2FNB Water Dist. Fund 2 (461)	\$ 3,850.00
Building and Site B ONE (469)	\$ 42,975.00
Chemung Hills CHONE (508)	\$ 6,665.00
Trust and Agency T FNB (701)	\$ 5,393.50

The motion was supported by Pless.

The motion carried.

Adjournment

Clay moved to adjourn the meeting at 8:10 p.m.

The motion was supported by Henshaw.

The motion carried.

Recording Secretary CR

Date of Approval 7-5-18