

Wales Township Board of Trustees

Special Board Meeting

November 22, 2021

1. Opening

A. Meeting called to order at 6:30 p.m.

B. Pledge of Allegiance

C. Roll Call: Kimmen, Messina, Downey, Masters, Bobcean. All members present.

2. Consent Agenda:

Kimmen asked if the Board Minutes from November 2, 2021 should be approved at this special meeting.

Masters replied that MTA states that they should be approved at the next regular meeting. She asked that it be removed from the agenda. Voice vote, all members: aye. Motion by Kimmen, second by Messina to approve the consent agenda as presented with the removal of item "B", Board minutes. Roll Call: Kimmen, aye; Messina, aye; Downey, aye; Bobcean, aye; Masters, aye. All ayes, motion approved.

3. Comments from the public on Agenda items: None.

4. Guest Presentations: None

5. Special Board items:

6. Township application for County COVID-19 relief funding. There will be between \$65-66K available to the township from the county to use to benefit the township residents. A decision needs to be made on how to use these funds. Bobcean said she would like the monies to go to the roads. She feels this would benefit the most residents. She feels that ditching and berming are badly needed throughout the township. Masters stated that we have projects in the works, including the Yeager/Nolan/Fitz culverts, the remainder of the township cost to the Alpine Drain replacement and other culverts. She stated that Masters and Smiths Creek roads need berming. Hill needs ditching. After much discussion, the board decided to use the funds for the following. Motion by Kimmen, second by Masters to use the county funds for the \$30K township balance of the Alpine drain culvert, the replacement of the Fitz/Yeager road culvert, the replacement of the Yeager/Fitz road second culvert, both over the Holland drain and to have berming done on Masters and Smiths Creek Road. Downey mentioned that natural gas and internet are a concern for residents. Roll call: Kimmen, aye; Masters, aye; Downey, aye; Messina, aye; Bobcean, aye. All ayes, motion passed.

7. Township Policy #7, Office Operating Procedures. At last month's meeting it was brought up about concerns on account payable and payroll payments. Masters said the auditor had brought this up at the last audit review. Bobcean left that meeting early and felt blind sighted about this since she wasn't present. She feels like she is being accused of doing something wrong. She stated she is following the policy in place and that there is a problem with the wording on the agendas that state "additional bill to be paid". Per MTA, bills are allowed to be paid when due if there is a policy in place, which we have. The wording on the agenda should be "paid bills for post audit review". Masters and Kimmen asked about the bills paid and if they all had due dates with possible late penalties. Bobcean said yes. Masters said payroll is the last Thursday of the month and some employees are being pre-paid until the last day of the month. Bobcean said this has been the practice for a long time. If an employee ends up not working at the end of the month, that day will be deducted from next months payroll. Messina said that the employees shouldn't be paid after the payroll

check is created. They should only be paid for the days they work. Masters agreed. Motion by Masters, second by Kimmen that employees will only be paid for the hours actually worked through the Tuesday prior to payroll. Roll call: Masters, aye; Kimmen, aye; Messina, aye; Downey, aye; Bobcean, aye. All ayes, motion passed. Bobcean asked if the agenda will be changed to "post audit" instead of "additional bill to be paid". Motion by Kimmen, second by Masters to add the MTA wordage to the policy (attached). Also, the agenda will be changed to "post audit" bills paid. Roll call: Kimmen, aye; Masters, aye; Messina, aye; Downey, aye; Bobcean, aye. All ayes, motion passed.

8. BOR vacancy. Kimmen said she reached out by email and phone to all the previous applicants who applied for the trustee vacancy and only had one response of interest. That applicant was Adam Agotesku. BOR meets on December 14th. Per state law, all members must complete training every 2 years. Kimmen asked if the alternate can be a full time member and a new alternate is selected. After discussion, motion by Masters, second by Messina to appoint Adam Agotesku to BOR with the term ending in December, 2022. Roll call: Masters, aye; Messina, aye; Kimmen, aye; Downey, aye; Bobcean, aye. All ayes, motion carried.
9. Township projects. Walkway and bench anchor project. 4 benches and 2 sets of cement corn hole games have been delivered. This was previously approved by the board. Messina explained where the park committee would like the benches and corn hole games placed and also put in a paved walkway to access the basketball court. She will get the board a map of where the placement may go. Bobcean mentioned that when she was here at nights and weekends before she retired from her other job, she saw how much use the pavilion received. Many times it was full and people were sitting on lawn chairs around the pavilion. She would like to see the pavilion enlarged to accommodate more people instead of putting the corn hole games on the west side of the pavilion. Messina said the committee has ideas to work on small projects and then possibly put another pavilion in a different location. There are 17 acres to work with of park property. She says that another pavilion cannot be built next to the existing one because of the overhead powerlines. She explained future projects the park committee is discussing such as trails, walkways, fencing and driveways. Masters and Bobcean said the Park Master Plan needs to be updated since it is outdated. It should be updated every 5 years. Masters would like a handicap walkway to the pavilion. She is not in favor of small grass patches between cement walkways. Messina explained where the cement walkways may go. After much more discussion, Bobcean asked if this could be put on hold for she feels she doesn't have enough information. It was decided to bring this back to the December 7th board meeting when the board can get more information from the parks committee. Voice vote, all ayes.
10. Adjourn. Motion by Kimmen, second by Downey to adjourn. All in favor, motion carried. Meeting adjourned at 7:59 p.m.

Respectfully submitted,



Cynthia Bobcean, Clerk