

**WALES TOWNSHIP  
2020-2021 BUDGET HEARING & REGULAR  
BOARD OF TRUSTEES MEETING  
MARCH 17, 2020**

The meeting was called to order at 7:01 p.m. and opened with the Invocation and Pledge of Allegiance.

ROLL CALL: Present: Supervisor L. Masters; Clerk C. Bobcean; Treasurer E. Messina; Trustee L. Thomson.  
Trustee C. Kimmen.

Absent: None.

Also present: Recording Secretary J. Duncan and no members of the audience.

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*Scheduled Public Hearing-FY 2020-21 Budget*

*A. Chair Opens Public Hearing 7:02 pm*

*B. Chair summary of Issue*

*1. Statement of General Case*

*2. Explanation of Order of Business*

*3. Statement of Rules for Public Hearing*

*C. Topic/Applicant Presentation-Budget 2020-2021*

*D. Public Input (Chair may assess audience and set time limits) None.*

*1. Correspondence Received Pertinent to Application None.*

*2. Persons speaking in support (name, address) None.*

*3. Persons speaking in opposition (name, address) None.*

*E. Chair closes Public Hearing 7:04 pm*

**REGULAR BOARD MEETING:**

Opened at 7:05 p.m.

**CONSENT AGENDA**

A. Approval of Agenda

B. Approval of Minutes of the 2-04-20 meeting.

C. Financial Report (Treasurer) January 2020 Bank Reconciliation.

D. Approval of Additional Bills and Check Register (Clerk) Checks 1022-1059; total \$26,334.02.  
Reconciled Account Balances for January 2020. (attached)

**Motion** by Masters, second by Thomson, to accept the agenda as presented. Roll call vote taken:  
Masters, aye; Thomson, aye; Bobcean, aye; Messina, aye; Kimmen, aye. All ayes; motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS.** None.

**GUEST PRESENTATIONS:** None.

**CORRESPONDENCE & ANNOUNCEMENTS:**

A. Planning Commission Minutes 2-17-20. (draft)

B. Richmond Lenox EMS response reports

C. Twp. Park Committee Minutes.

## REPORTS

### A. Township Supervisor Masters.

1. SCC Road Commission/Twp. Annual Meeting. We were reminded that the renewal of the SCC road millage is coming soon.
2. Memphis Fire Authority Meeting. The group is searching for a new Consultant, investigating new options. Masters attended the last meeting, expressing Wales' concerns.
3. St. Clair Co. Landfill Biomass Energy. The County leases the biomass energy system to DTE, says it's working very well, and unique, and profitable. Just after that, they raised their tipping fees.
4. Kimball Twp. Treasurer George Jackson proposal. He said Kimball is proposing to offer Wales their fire protection coverage for \$30,000 a year to cover 12 square miles of Wales Township. This was an unsolicited comment from him.
5. Planner suggests Engineer consult on upcoming Lixey case. He suggested contacting BMJ Engineering, or Anderson, Epstein, and Westrick. Thomson pointed out that AEW is Wales' Engineer of Record. **Motion** by Thomson, second by Masters, to begin the process of having our Engineer of Record come on board with the Lixey case. Roll call vote taken: Thomson, aye; Masters, aye; Kimmen, aye; Bobcean, aye; Messina, aye. All ayes; motion carried.
6. Richard McClelland appreciation plaque. Due to unavoidable circumstances, the presentation will be postponed to a later meeting.

### B. Township Clerk Bobcean.

1. Budget adjustments for 2019-2020 fiscal year. **Motion** by Masters, second by Thomson, to approve the Budget Amendments as presented. Roll call vote taken: Masters, aye; Thomson, aye; Bobcean, aye; Kimmen, aye; Messina, aye. All ayes, motion carried.
2. New 2020-2021 Meeting, closure, payroll, and vacation dates – for review.
3. Richmond-Lenox Employee Recognition Dinner. April 04, 2020.
4. Election results. See attached.
5. Policy #003 correction – election workers. **Motion** by Masters, second by Messina, to amend Policy #003 wording concerning training classes to have the pay rate be changed from \$45 a meeting to \$50 a meeting. Roll call vote taken: Masters, aye; Messina, aye; Bobcean, aye; Thomson, aye; Kimmen, aye. All ayes; motion carried.
6. Resolution 2020-02, Budget Adoption. **Motion** by Thomson, second by Kimmen, to adopt Resolution 2020-02; General Appropriations Act. Roll call vote taken: Thomson, aye; Kimmen, aye; Bobcean, aye; Messina, aye; Masters, aye. All ayes; motion carried.
7. March birthdays – Nick Buffa March 1<sup>st</sup>; Paul Racevich March 9<sup>th</sup>; Marie Muller March 18<sup>th</sup>.

### C. Township Treasurer, Parks committee. Messina.

1. Tax collection is over for now.
2. Parks meeting discussed Plant Swap on April 26<sup>th</sup>. There was discussion on cancelling it, and Postponing the Grand Opening until autumn. In New Business they discussed looking for more grants, need handicap access, vault toilets, tables, etc. Masters and J. Waddy measured out distances and grades for ADA compliance. Bobcean has yet to receive paperwork on the two new employees.

### D. Township Trustee (Planning Commission) Thomson. The March Planning Commission meeting was cancelled. We will see at the next Board Meeting if we should have the April P. C. meeting.

### E. Township Trustee (Zoning Board of Appeals). Kimmen.

Board of Review had three poverty cases and the Veterans exemptions, nothing else.

F. Committees. None.

OLD BUSINESS

A. Emmett Fire Contract 2020-2023

The new contract incorporates an automatic raise of 5% a year for each of the next three years.

**Motion** by Bobcean, second by Thomson, to approve the Emmett Fire Contract as presented.

Roll call vote taken: Bobcean, aye; Thomson, aye; Messina, aye; Masters, aye; Kimmen, aye.

All ayes, motion carried. Kimmen questioned the math, had the older contracts for comparison. They will look into it.

NEW BUSINESS

A. St. Clair County 4H Fair July 20-25 Event Schedule request; County Park road closure.

**Motion** by Masters, second by Messina, to approve the SCC Agricultural Society requests. All ayes Motion carried. **Motion** by Messina, second by Thomson, to approve the road closure if Paperwork requesting it arrives. All in favor, motion carried.

B. Annual Township gravel haul request. Wales Township received a \$10,000.00 grant from the Road Commission for our roads. The proposed road budget for the 2020-2021 year is \$100,956.24.

Kimmen inquired about chloride practices, and had them explained. **Motion** by Thomson, second by Kimmen, to accept recommendations as presented. Roll call vote taken: Thomson, aye; Kimmen, aye; Messina, aye; Bobcean, aye; Masters, aye. All ayes; motion carried. There was discussion on the SSCRC report of Match Money carryovers.

C. Clerical temps/substitutes. **Motion** by Messina, second by Thomson, to amend Policy #3 by accepting Supervisor's proposal. (included). Roll call vote taken: Messina, aye; Thomson, aye; Bobcean, aye; Kimmen, aye; Masters, aye. All ayes; motion carried.

D. Lobby closure. A statement was submitted by the Office Staff, Deputy Clerk Waddy and Deputy Treasure Mikolajczyk asking about closing or keeping the Hall open during the pandemic. They would prefer to keep working on a restricted basis, if the Board agrees. The Board agreed with their letter, and approved of limited access of the public, but to continue regular hours if possible. **Motion** by Masters, second by Thomson, to approve their suggestions. All ayes; motion carried.

COMMENTS from the public. None

ADJOURNMENT. **Motion** by Thomson, second by Kimmen, to adjourn. All ayes, Meeting adjourned at 8:53 p.m. Next Meeting at April 07, 2020, 7 p.m.

Respectfully submitted,



Cynthia Bobcean, Clerk

**RESOLUTION 2020-02**  
**GENERAL APPROPRIATIONS ACT**  
**WALES TOWNSHIP**

The Board of Trustees of Wales Township resolves:

**Section 1: Title**

This resolution shall be known as the Wales Township General Appropriations Act.

**Section 2: Public Hearing on the Budget**

Pursuant to MCLA 141.412: MCLA 141.412, a public hearing on the proposed budget was held on March 17, 2020. Published on March 12, 2020 in the Voice newspaper.

**Section 3: Estimated Revenues**

Estimated Wales Township General Fund Revenues for fiscal year 2019-2020 including an allocated millage of 0.68130 operating mills, 0.58050 fire mills and various miscellaneous revenues shall total  
**\$ 604,446.00**

**Section 4: Mileage Levy**

The Wales Township Board shall cause to be levied and collected the general property tax on all real and personal property within the township upon the current tax roll an amount equal to one mill as authorized under state law and approved by the electorate.

**Section 5: Estimated Expenditures**

Estimated Wales Township General Fund expenditures for fiscal year 2020-2021 for the various township activities are as follows: **\$ 604,446.00.**

**Section 6: Adoption by Budget of Reference**

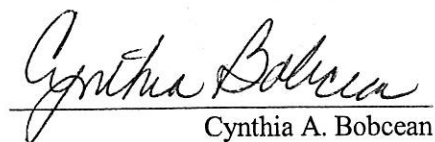
The Wales Township General Fund Budget is hereby adopted by reference, with revenues and activity expenditures as indicated in Section 3 and 5 of this act.

**Section 7: Board Adoption**

Motion made by Thomson seconded by Kimman  
to adopt the foregoing resolution. Upon roll call votes, the following voted aye:  
Thomson, Kimman, Bobcean, Messina, Masters

The following voted nay: Ø.

The Supervisor declared the motion carried and the resolution duly adopted on the 17<sup>th</sup> day of March 2020.

  
Cynthia A. Bobcean  
Wales Township Clerk

**WALES TOWNSHIP**  
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Office Hours: 8:00 AM - 4:00 PM, Monday, Tuesday, and Thursday  
Closed: Wednesday, Friday, Saturday, and Sunday

**MEMO**

**TO:** Township Board  
**FROM:** Liz Masters, Supervisor  
**RE:** Clerical Temps/Substitutes  
**DATE:** February 18, 2020

Nancy Dudek, and Jane Maley, alternate a 1 day (8hr.) per week "temporary" position. Each work an 8 hr. day, every other week. The Board's action was to extend the "temp" position term, until the office caught up on our filing in multiple departments, while learning the "ins and outs" of our daily work flow. They've been working for our office since September, 2017.

Their contribution is justified and realized necessary now, as well as in intended case of an unavoidable absence of as Deputy Clerk or Deputy Treasurer. I feel there is a responsibility to recognize that we have not illuminated their utilization because of the realized need for them. They've both proven very useful, professional, & punctual.

I propose to the board, that we move to adopt an employee position of "Clerical Aid", paying \$15.00/hr., 8 hours per week, with Deferred Compensation benefit as with all other employees. "Clerical Aid" assists the needs of the officers and staff; learning different tasks in order to be most helpful in case of an absence. In times of an extended unavoidable medical leave of a Deputy Clerk or Deputy Treasurer, the "Clerical Aid" will work the weekly hours of the absentee. The hiring shall be a decision of the Board, while the Clerk, Treasurer, and Supervisor shall collectively be responsible for suggestions of the applicants and their performance. Rate of Pay adjustments will be determined by vote of the Township Board. As demonstrated successfully since 2017, this position's duties hours may be shared between two individuals.

*Liz Masters*



	1/31/20 STATEMENT	PRIOR		CURRENT		CURRENT		CURRENT		INT	RENEW
		MONTH	BALANCE	MONTH	INCOME	MONTH	DISTRIBUTIONS	MONTH	BALANCE		
	CHASE GENERAL CHECKING	\$	42,785.48	\$	70,950.78	\$	24,729.52	\$	89,006.74		
	CHASE GENERAL SAVINGS	\$	30,728.90	\$	52,699.66	\$	-	\$	83,428.56	0.18%	
	CHASE TAX ACCOUNT	\$	580,584.55	\$	149,340.59	\$	579,995.40	\$	149,929.74		
	CHASE BOND SAVINGS	\$	13,251.99	\$	2.03	\$	-	\$	13,254.02	0.18%	
	PARKS & REC FUND-(designated)	\$	72,568.73	\$	5,006.18	\$	-	\$	77,574.91	0.10%	
	CEMETARY FUND-(designated)	\$	17,983.92	\$	1.53	\$	-	\$	17,985.45	0.10%	
	CEMETERY 365 DAY CD-(designated)	\$	62,179.72	\$	363.72	\$	-	\$	62,543.44	2.40%	7/18/2020
	CHEMICAL 365 DAY CD 8521	\$	106,069.42	\$	-	\$	-	\$	106,069.42	2.40%	6/26/2020
	CHEMICAL 365 DAY CD 8532	\$	106,122.89	\$	-	\$	-	\$	106,122.89	2.40%	6/26/2020
	CHEMICAL 365 DAY CD 8543	\$	152,935.62	\$	-	\$	-	\$	152,935.62	2.40%	7/1/2020
	<b>TOTAL DESIGNATED FUNDS</b>								\$ 158,103.80		
	<b>TOTAL NON-DESIGNATED FUNDS</b>								\$ 700,746.99		
	<b>TOTAL FUNDS</b>								\$ 858,850.79		
ALL 4 CD'S HAVE BEEN RENEWED FOR A ONE YEAR TERM AT A RATE OF 2.40%										6-MONTH TERM RATES ARE AT 2.25%	