Wales Township Board of Trustees Meeting

February 01, 2022

Opening

Call to Order. Meeting was called to Order at 7:01 p.m.

Invocation and Pledge of Allegiance.

Roll Call: Members Present: Masters; Bobcean; Messina; Kimmen; Downey. All present.

Consent Agenda.

A. Approval of Agenda.

B. Approval of Minutes of Regular Meeting of 1-4-22.

C. Financial Report 12-30-21 (Treasurer) (included).

D. Approval of Post-Audit Paid Bills and Check Registers. (Clerk) Checks #1946-1982; $26,931.28.

**Motion** by Bobcean, second by Messina, to approve the Consent Agenda. Roll call vote taken: all ayes; motion carried.

Comments from the public on Agenda items. Mr. Mike Scheilble, a resident of Riley Township who lives on Stapleton Road, which the upkeep responsibility is Wales Township, requested to speak. He said the road from Webb Rd. to the railroad crossing has drainage issues, which he would like to see corrected. He said he would gladly have a walk-through with someone from the Township.

Guest Presentations. None.

Correspondence and Announcements.

A. SCCRC Roads and DPW Minutes.

B. SSSRC Township Roads and Bridges Advisory Minutes 6/8/2021.

C. Richmond-Lenox EMS Monthly Report 12/1/21 - 1/1/22.

D. Planning Commission Draft Minutes 1/18/22.

E. Memphis Fire Department Annual Report. Kimmen asked if we should request a contact number with the new Fire Chief? Downey asked if we could have a discussion with him before the contract comes up for renewal? Masters said there was discussion of trying for three -year contracts instead of yearly. She will be getting in touch with him soon, also the mayor.

Reports

A. Supervisor, Liz Masters.

 1. Hall Exterior Repairs and Restoration Project – Architectural/Structural update. Masters said she

 would like to proceed with getting specs for the Hall project, but cannot without spending money.

 She would like to form a committee, with fiduciary power, to talk with a Structural Engineer or an

 Architect. We must have specifications before we can advertise for bids. Downey asked if either of

 the entities proposed could do the whole process to get ready for bidding, or must we have both?

 Bobcean pointed out that anything over $10,000 cannot be spent without Board approval. Masters

said she doesn’t anticipate the committee needing that much money for what they will be asked to do. **Motion** by Kimmen, second by Bobcean, to form a hall exterior repair and

 restoration project Committee. Kimmen asked if a Committee can hold phone meetings. Masters said

 yes, if everyone is present. Motion called; all in favor, none opposed; motion carried. Kimmen,

Downey and Masters are willing to serve on that committee. **Motion** by Kimmen, second by Masters, to allow the just- formed committee to collect 3 bids from Structural Engineer and/or Architects, and

approve a cap of up to $5,000.00 to obtain quotes to create the specs sheets and drawings for this project. Roll call vote taken: All ayes; motion carried.

Wales Township Board of Trustees Meeting 2-1-22 page 2 of 3

 2. Blue Water Transport inquiry. Masters passed out information for Board members to read.

 3. Annual Road Tour. Roads and Twps. Annual Meeting Wed. 2/22 or 2/29 at 4p.m. via zoom.

 Road tour scheduled for 3/22/22.

B. Clerk Report, Cindy Bobcean.

 1. Fire Runs: Memphis, 5 medical; Emmett, 7 medical; 1 fire; 2 cancelled, 3 other.

2. First response to Collections. **Motion** by Masters, second by Kimmen, to send the four accounts listed to Collections. Roll call vote taken: all ayes; motion carried. Bobcean noted that the Policy 5 says: after 180 days, go to Collections.

 3. Building Inspector payroll report included.

 4. Four portable external hard drives ordered and delivered.

 5. Working on account numbers for COVID monies.

 6 Working on new account numbers for State. Some accounting numbers will change.

 7. Working on having BSA programs link to each other.

 8. February Birthdays – Chris Sulkowski - Feb.18th.

9. We just received the invitations to the MTA Dinner on February 17th. It costs $30.00 a person, and we must respond by 2/4. Bobcean will call in the number of attendees.

 10. State Law says that a General Law Township with over 2000 residents is eligible to be a

 Charter Township if the majority of the residents vote for that. Every ten years, when the Census is

 complete, there must be a notice in the paper of general circulation announcing that possibility. The

 Wales notification will appear in the next two North Macomb Voice edition.

C. Treasurer, Elisha Messina. Nothing at this time.

D. Trustee, Jason Downey. Nothing at this time.

E. Trustee, Planning, Twp. Assessor; Carly Kimmen-DeMil. AMAR (State) review held this morning. Everything went well. Resolution 2022-02 must be amended to exclude line items 5 and 6 from last page. Motionby Kimmen, seconded by Messina. Roll call vote taken; all ayes, motion carried. Messina said she wanted to let everyone know just how much work Carly put into having this AMAR material ready and correct. Kimmen also reported on the Planning Commission Organizational meeting and their scheduled meeting dates.

F. Building Official, Zoning Administrator, Jim Waddy. Not in attendance.

Old Business.

A. Township Attorney Board action. There was a great deal of discussion on whether this item needed to be done in closed session. Bobcean feels this shouldn’t be in closed session. It was finally agreed to move Item A in Old Business to the end of the agenda, for Closed Session, by agreement, with no Motion made.

B. Comcast Franchise Agreement. There has to be an agreement on an allowance amount. State Law Public Act 480 says that there must be an agreement between Comcast and Wales Township for them to offer their services in the township. There must also be a fee agreement between the two entities, with an agreed upon fee for the rights. **Motion** by Kimmen, second by Masters, to charge a 5% fee to Comcast for a Uniform and Local Video Franchise Agreement, and to accept the franchise agreement from Comcast. Roll call vote was taken: all ayes; motion carried.

Wales Township Board Business Meeting 2-1-22 page 3 of 3

C. Policy 7 and 2 review. Workshop on Policy corrections and changes opened at 8:50. Kimmen had several questions on charges listed. Address fee is listed as $7.00. It needs to be changed to $5.00. Agreed. There is a fee of $150.00 to apply for a ZBA Hearing but it is not shown on the application. Kimmen requests this fee included on the form. The Non-Sufficient Funds fee should be raised to $35.00, per bank charges. Agreed. Change Notary fee to: Notary services available at the Wales Township Hall with no fees. Agreed. Remove Facsimile and Reproduction paragraph. **Motion** by Kimmen, second by Masters, to amend Policy #2, that we change the NSF service charge to be the charge imposed by the Bank; removing the section on charges for reproducing and faxing. Remove the section on “collections in the field”. Agreed. Roll call vote taken: all ayes.

Policy #14. Every time the Township changes banks or a bank changes its name, a new resolution of investments must be adopted, **Motion** by Masters, second by Kimmen, to insert in Policy #14; “In order to safeguard the funds of Wales Township, Wales Township has enacted Resolution of Wales Township Investments. This policy is merely meant to reference the Resolution of Investments.

Roll call vote taken: all ayes; motion carried. Workshop closed at 9:20.

D. Newspaper of Choice for township publications. Newspaper of Publication, required by law, was suggested to be changed by Masters. She said that the North Macomb Voice has not sent a reporter or written about Wales Township since Voice reporter Kniaz retired several years ago and feels they don’t represent Wales Township. She asked to change the required paper of publication from The North Macomb Voice to The Yale Expositor. Bobcean said she feels that the Voice is more representative of our community, since Wales Township borders Macomb County and we already have publications lined up for the near future. After short discussion, **motion** by Masters, second by Downey, to change legal paper of publication for Wales Township from the North Macomb Voice to the Yale Expositor, after the change of our fiscal year, April 1st. Roll call vote taken; Masters, aye; Downey, aye; Bobcean, nay;

Messina, aye; Kimmen, aye ; 4 ayes, 1 nay, motion carried.

New Business

A. Set Public Hearing for Budget and Appropriation Resolution. Bobcean said it is already scheduled for March 22, 2022, at 7 pm. Messina is requesting having a workshop session on the upcoming budget meeting, before the Hearing. She feels that the budget should be broken down by departments. All agreed that a workshop is a good idea and settled on the time and date of 6:30p.m. Tuesday, March 1st, 2022, at the Hall. Carly asked if, prior to the workshop, can we get a copy of the proposed budget? Yes. Yes, replied Masters.

Public Comments (There may be a 3 minute time limit) None.

Old Business A. Township attorney Board action. Moved from above. (Closed session)

Workshop discussing three cases sent to Township Attorney by Board.

Subject: Preliminary reports from attorney: request for guidance on moving forward from this point.

Closed Session Workshop opened at 9:40. Actions taken:

Wales Township Board Business Meeting 2-1-22 page 4 of 4

Case #1. Doug and Melissa Gallop Case. After everyone was briefed on the lengthy background of the case, and the forfeiture of the building bond, **motion** was made by Messina, seconded by Masters, to proceed with the letter to comply suggested by the Attorney; then proceed to Court if no acceptable compliance response occurs. Roll call vote was taken: Messina, aye; Masters, aye; Bobcean, aye; Downey, aye; Kimmen, aye. All ayes, motion carried.

Case #2. Kettlewell Pond Case.

End closed session at 10:36 p.m.

Adjournment. **Motion** by Kimmen, second by Messina, to close the Meeting. All ayes; meeting closed at 10:37p.m.

Next Meeting March 22, 2022

 Respectfully submitted,

 Cynthia Bobcean, Clerk