

Augusta Charter Township
8021 Talladay Road, Whittaker, MI 48190
Regular Board of Trustees Meeting
October 25, 2011 7:00 pm

1. Call meeting to order at 7:02 pm.
2. Pledge of Allegiance.
3. Roll Call: Giszczak, Burek, Hafler, Lula, King, and Tobler. Absent: Shelby.
4. Motion by Giszczak, 2nd by Tobler to approve the agenda as amended to add vestibule discussion, add UTEC Copier and move Farmland Preservation Board Report to follow UTEC Copier, friendly amendment Hafler to move Township Business El-Assadi Paid Time Off (PTO) to follow Farmland Preservation Board report. Roll Call: Aye: Giszczak, Lula, Hafler, Tobler, King and Burek. Nay: None. Absent: Shelby. Motion passed.
5. Motion by Giszczak, 2nd by Tobler to approve the 10/11/2011 regular meeting minutes as amended. Roll Call: Aye: Giszczak, Lula, Hafler, Tobler, King and Burek. Nay: None. Absent: Shelby. Motion passed.
6. Public comments opened at 7:06 pm, closed at 7:06 pm.
7. Motion by Hafler, 2nd by King to table the UTEC Copier discussion to the next meeting.
8. Motion by Giszczak, 2nd by Tobler to accept the Farmland Preservation Board (FPB) report as submitted including budget request, 2012 meeting calendar and Farmland Forum fifth (5th) annual survey results. Roll Call: Aye: Giszczak, Lula, Hafler, Tobler, King and Burek. Nay: None. Absent: Shelby. Motion passed.
9. Motion by Giszczak 2nd by Tobler to direct the Clerk to issue the following letter to Ms. El-Assadi by Friday, October 28, 2011 On Township letterhead that reads:

Dear Ms. El-Assadi,

The Augusta Charter Township Board of Trustees considered your emails to them dated October 20, 2011 3:49 pm and 10/25/11 1:37 am and directed the Township Clerk to send you this response:

You have already been paid for all of your time off in full. The Board cannot authorize the Clerk to pay you again for the same time off already paid to you.

Ms. El-Assadi: you were appointed Deputy Clerk and began work for the Clerk's office on 3/1/2005.

From 3/1/2005 through 7/31/2011 you were paid a full months salary for each month including each month that she took pre-approved vacation time off, took extended sick time off, took pre-approved personal days off and took comp time off for working extra hours. You were paid for all time off including "vacation" time off. In August 2011 Ms. El-Assadi was paid for 16 days through her last day on 8/16/2011. You have been paid in full.

As a side note, when you were appointed by the Clerk in 2005 the Personnel Policy providing for the benefit of (PTO) for Township employees did not exist.

It was in November 2006, that the Board of Trustees adopted the Personnel Policy which includes a benefit called Paid Time Off (PTO) for full time employees. On page seven (7) it states:

Township Employee: An individual hired by the Augusta Charter Township Board, and on the payroll of the August Charter Township as an employee, for a specific position. This does not include elected officials, appointed officials, independent contractors or vendors of the Township.

Ms. El-Assadi: you have been paid in full for all your time off including vacation time off.

Respectfully submitted on behalf of the Augusta Charter Township Board,
Kathy Giszczak, Augusta Charter Township Clerk

Roll Call: Aye: Giszczak, Tobler, and Burek. Nay: King, Hafler and Lula.
Absent: Shelby. Motion failed per tie vote.

10. Motion by Giszczak, 2nd by Tobler to accept Fire Department Report as given. Roll Call: Aye: Giszczak, Lula, Hafler, Tobler, King and Burek. Nay: None. Absent: Shelby. Motion passed.
11. Motion by Burek, 2nd by Giszczak to accept the Treasurer cash report dated 10/25/2011. Roll Call: Aye: Giszczak, Lula, Hafler, Tobler, King and Burek. Nay: None. Absent: Shelby. Motion passed.
12. Motion by Giszczak, 2nd by Tobler to approve warrants #12441-12546. Roll Call: Aye: Giszczak, Lula, Tobler, King and Burek. Nay: Hafler. Absent: Shelby. Motion passed.

13. Motion by Giszczak, 2nd by Tobler to approve Journal Entries #3684-3713. Roll Call: Aye: Giszczak, Lula, Tobler and Burek. Nay: King and Hafler. Absent: Shelby. Motion passed.
14. Motion by Giszczak, 2nd by Tobler to accept the second quarter income statement. Roll Call: Aye: Giszczak, Lula, Tobler, King and Burek. Nay: Hafler. Absent: Shelby. Motion passed.
15. Motion by Giszczak, 2nd by Tobler to accept the second quarter budget amendments as presented. Roll Call: Aye: Giszczak, Lula, Tobler, King and Burek. Nay: Hafler. Absent: Shelby. Motion passed.

		BOT MTG 10/25/2011	40,841.00
		2nd Qtr Budget	AMENDED
GL ACCOUNT	DESCRIPTION	Amendments	BUDGET
Fund 101 - General Fund			
Revenues			
DEPT: 000 General			
101-000-539.000	Right of Way	114.81	6,114.81
101-000-694.000	Other Income	3,000.00	3,100.00
101-000-695.000	MISC PRIOR YEAR REVENUE	1,570.54	1,570.54
DEPT: 191 Elections			
101-191-687.000	Elections Reimbursement	3,000.00	12,000.00
DEPT: 207 Police			
101-207-655.000	Police Tickets - Fines - Forfeits	1,500.00	1,500.00
Expenditures			
DEPT: 101 Administrative			
101-101-801.100	Accounting - Non Audit Services	3,450.00	8,450.00
101-101-801.200	Accounting - Auditor	(500.00)	16,200.00
101-101-803.100	Engineer	652.50	652.50
101-101-841.000	Travel/Mileage	200.00	200.00
101-101-924.000	Street Lights SAD	3,500.00	3,500.00
101-101-980.000	Tax Charge Backs	400.00	600.00
101-101-996.000	Capital Outlay expense	18,288.49	34,288.49
101-191-702.100	Elections Salaries	(4,000.00)	16,515.00
101-191-702.400	Part -Time Help Salary	200.00	200.00
101-191-727.000	Office/Operating Supplies	(1,500.00)	3,000.00
101-191-730.000	Rental Space	358.05	358.05
101-207-802.000	Legal Fees		2,000.00
101-207-807.050	Contractual Services - Police	16,500.00	16,500.00
DEPT: 215 Clerk			
101-215-702.400	Clerk Part -Time Help Salary	(10,160.00)	1,800.00
101-215-806.000	Training	(500.00)	230.00
DEPT: 244 Planning Commission			
101-244-702.400	Planning Commission Salaries	(1,080.00)	2,640.00

101-244-716.000	SS/Medicare Employer Expense	(89.00)	196.00
101-244-803.200	Planner	(5,195.00)	8,425.00
101-244-904.000	Legal Notices	100.00	400.00
101-250-727.000	Office/Operating Supplies	(30.00)	0.00
101-250-728.000	Postage	(11.92)	58.08
DEPT: 253 Treasurer			
101-253-702.400	Part-Time Treasurer Help	(200.00)	1,600.00
DEPT: 265 Township Hall			
101-265-940.000	RENTALS - Copier	780.73	780.73
101-445-810.000	Drains At Large	(11,978.50)	28,021.50

16. Motion by Hafler, 2nd by King to accept Supervisor verbal report. Roll Call: Aye: Giszczak, Lula, Hafler, Tobler, King and Burek. Nay: None. Absent: Shelby. Motion passed.
17. Motion by Hafler, 2nd by Lula to accept Tobler's verbal report as given for the Planning Commission. Roll Call: Aye: Tobler, Giszczak, Lula, Hafler, King, Burek. Nay: None. Absent: Shelby. Motion passed.
18. Public comments opened at 9:22 pm, closed at 9:27 pm.
19. Motion by King, 2nd by Hafler to adjourn at 9:32 pm. Motion passed.

Respectfully submitted:

Pete Hafler, Supervisor

Date

Kathy Giszczak, Clerk

Date