

Augusta Charter Township  
8021 Talladay Road, Whittaker, MI 48190  
Regular Board of Trustees Meeting  
March 27, 2012 7:00 pm

1. Call meeting to order at 7:00 pm.
2. Pledge of Allegiance.
3. Roll Call: Burek, Giszczak, Hafler, King, Lula, Shelby and Tobler. Absent: None.
4. Motion by Giszczak, 2<sup>nd</sup> by Tobler to approve the agenda as submitted with the following amendments to add under warrants: fireproof file cabinets and utility overpayment; under Treasurer Report add donation approval; accepted friendly amendment by Tobler to add Wade Trim/OHM Engineering/Utility Management Services letter to the Board. Roll Call: Aye: Giszczak, Burek, Shelby, and Tobler. Nay: Hafler, King and Lula. Absent: None. Motion passed.
5. Motion by King, 2<sup>nd</sup> by Hafler to add flag invoice to warrant payments. Roll Call: Aye: Hafler, King and Lula. Nay: Giszczak, Burek, Shelby, and Tobler. Absent: None. Motion failed.
6. Motion by Giszczak, 2<sup>nd</sup> by Tobler to approve the 3/13/2012 meeting minutes as amended. Roll Call: Aye: Giszczak, Shelby, King, Hafler, Tobler, Lula and Burek. Nay: None. Absent: None. Motion passed.
7. Public comments opened at 7:04 pm, closed at 7:04 pm.
8. Motion by Giszczak, 2<sup>nd</sup> by Shelby to accept Andrew Rose-Hamlin's resignation from the fire department effective 3/27/2012. Roll Call: Aye: Giszczak, Shelby, King, Hafler, Tobler, Lula and Burek. Nay: None. Absent: None. Motion passed.
9. Motion by Hafler, 2<sup>nd</sup> by Shelby to accept Fire Department Report as given. Roll Call: Aye: Giszczak, Shelby, Tobler, Hafler, King, Lula and Burek. Nay: None. Absent: None. Motion passed.
10. Motion by Burek, 2<sup>nd</sup> by Tobler to accept the donation check to the Fire Department from Richard Marker in the amount of \$522.99 and authorize the Treasurer to send a thank you letter on behalf of the board. Roll Call: Aye: Giszczak, Shelby, Tobler, Hafler, King, Lula and Burek. Nay: None. Absent: None. Motion passed.

11. Motion by Burek, 2<sup>nd</sup> by Tobler to accept the Treasurer's cash report dated 3/21/2012 as submitted. Roll Call: Giszczak, Burek, Shelby, King, Lula, and Tobler. Nay: Hafler. Absent: None. Motion passed.
12. Motion by Giszczak, 2<sup>nd</sup> by Shelby to discuss Advanced Assessment Technologies warrant #12896 separately. Roll Call: Aye: Giszczak, Shelby, Tobler, Hafler, King, Lula and Burek. Nay: None. Absent: None. Motion passed.
13. Motion by Giszczak, 2<sup>nd</sup> by Shelby to approve warrants #12888-12976 with the exception of warrant #12896 for Advanced Assessment Technologies to be discussed separately. Roll Call: Aye: Giszczak, Shelby, Tobler and Burek. Nay: Hafler, Lula and King. Absent: None. Motion passed.
14. Motion by Giszczak, 2<sup>nd</sup> by Tobler to release Advanced Assessment Technologies warrant #12896 for March 2012 of \$4,669.92 contingent upon Clerk's certification of compliance for record retention requirements of the State of Michigan laws and to insure that the assessing records are available for public inspection and which are subject to Freedom of Information request amounting to some 15 years of assessing records located at the home office of Pat Zamenski of Advanced Assessment Technologies or, at a minimum, acceptance of a detailed affidavit listing the documents by year and record location signed by both the Supervisor and Advanced Assessment Technologies. Roll Call: Aye: Giszczak, Tobler and Burek. Nay: Shelby, Hafler, Lula and King. Absent: None. Motion failed.
15. Motion by Giszczak, 2<sup>nd</sup> by Shelby to refund Raphael & Monya Hargrave \$3,174.36 for the credit balance on the Utility Billing account per the following: that on 11/16/11 \$3,780.32 of delinquent utility billing was transferred to the 12/1/2011 tax bill. On 12/6/2011 the customer made a \$4,000.00 utility payment. On 1/11/2012 the tax bill of \$4,128.72 was paid which included \$3,780.32 of delinquent utility billing. The water/sewer charges for 10/25/11 through 12/13/11 due on 1/9/2012 of \$123.20 and the water/sewer charges for 12/13/11 through 2/20/12 due on 4/9/2012 of \$145.60 netted against the credit balance of \$3,443.16 created by the \$4000.00 payment nets to a total credit balance of \$3,174.36. Roll Call: Aye: Giszczak, Shelby, Tobler, Hafler, King, Lula and Burek. Nay: None. Absent: None. Motion passed.
16. Motion by Giszczak, 2<sup>nd</sup> by Shelby to authorize overpayment refunds for duplicate payments when paid to utility billing and tax. Roll Call: Aye:

Giszczak, Tobler and Burek. Nay: Shelby, Hafler, Lula and King. Absent: None. Motion failed.

17. Motion by Giszczak, 2<sup>nd</sup> by Tobler to replace the 2/27/2012 approved motion which states: "Motion by Giszczak, 2<sup>nd</sup> by Shelby to authorize the purchase of two (2) fire proof file cabinets for the Treasurer's office at this time, not to exceed \$6,000.00 and to explore options of Craigslist, U of M and other sale sites. Roll Call: Aye: Giszczak, Shelby, Tobler and Burek. Nay: Hafler and Lula. Absent: King. Motion passed." and to authorize the purchase of eight (8) 53 5/8" x 16 5/8" x 22" fire proof file cabinets at \$450.00 each if all eight (8) purchased, otherwise they are \$500 each, plus not to exceed \$300.00 for delivery and set up for a total of \$3,900.00; contingent upon a floor plan weight bearing inspection of the hall. Roll Call: Aye: Giszczak, Tobler and Burek. Nay: Shelby, Hafler, Lula and King. Absent: None. Motion failed.

18. Motion by Giszczak, 2<sup>nd</sup> by Shelby to approve Journal Entries #3884-3913. Roll Call: Aye: Giszczak, Shelby, Tobler, Lula and Burek. Nay: King and Hafler. Absent: None. Motion passed.

19. Motion by Giszczak, 2<sup>nd</sup> by Shelby to accept the 2/29/2012, 4<sup>th</sup> Quarter Income Statement for General Fund, Fire Fund and Utility Fund as submitted. Roll Call: Aye: Giszczak, Shelby, Tobler, King, Lula and Burek. Nay: Hafler. Absent: None. Motion passed.

20. Motion by Giszczak, 2<sup>nd</sup> by Shelby to accept the 2/28/2012, 4<sup>th</sup> Quarter General Fund Amendments as presented for a net change of zero:

101-101-702.300	Receptionist's Salary	\$2,328.00
101-209-727.000	Office Supplies	\$ 22.07
101-209-804.000	Assessor Contract	\$ 330.98
101-215-702.200	Deputy Clerk's Salary	\$ 310.22
101-253-901.000	Printing	\$ 300.00
101-265-940.000	Copier	\$ 297.00
101-101-996.000	Capital Outlay Exp.	<\$3,588.27>

Roll Call: Aye: Giszczak, Shelby, Tobler, and Burek. Nay: Hafler, King and Lula. Absent: None. Motion passed.

21. Motion by Giszczak, 2<sup>nd</sup> by Shelby to adopt a policy to waive Utility Billing (UB) penalties as a credit when documentation supports that an incorrect address caused the return of mail so that customers could not pay their bills on time. Friendly amendment King, accepted by Giszczak, at the discretion of the utility manager not to exceed \$500.00. Roll Call: Aye:

Giszczak, Shelby, Tobler, Hafler, King, Lula and Burek. Nay: None. Absent: None. Motion passed.

22. Motion Shelby, 2<sup>nd</sup> by Hafler to take a 10 minute break. 6 Ayes, 1 Nay.
23. 9:33 meeting called back to order.
24. Motion by Giszczak, 2<sup>nd</sup> by Tobler to authorize additional recycling roll-offs from Waste Management for those months when there is a fifth weekend in a month, beginning March 30, 2012 through March 31, 2013, as included in the 2012-2013 approved budget and to amend the 2011-2012 budget for Recycling #101-101-731.000 for \$306.00. Roll Call: Aye: Giszczak, Shelby, Tobler and Burek. Nay: Hafler, King and Lula. Absent: None. Motion passed.
25. Motion by Giszczak, 2<sup>nd</sup> by King to adopt the Resolution Requesting Drain Projects Using Surplus Fund #9077 for the East Branch of the Big Marsh Drain and the Talladay Road Drain for an estimated total cost of \$108,000 as read into the record:

WHEREAS, the Municipality of Augusta Charter Township hereby requests the Washtenaw County Water Resources Commissioner to make improvements and repairs to the East Branch of Big Marsh Drain for the estimated cost of \$57,000.00 and the Talladay Road Drain for the estimated cost of \$51,000.00; and

WHEREAS, the Municipality of Augusta Charter Township requests the Water Resources Commissioner to use the Township's Surplus Drain Funds in Fund #9077 estimated at \$110,669.35 as of 2/27/2012 to pay for the requested repairs and maintenance to the above drains.

NOW THEREFORE BE IT RESOLVED that the Municipality of Augusta Charter Township hereby requests to the Washtenaw County Water Resources Commissioner to make requested improvements and repairs to the East Branch of Big Marsh and the Talladay Road Drains.

Motion by Giszczak, 2<sup>nd</sup> by King to adopt the Resolution Requesting Drain Projects Using Surplus Fund #9077 for the East Branch of the Big Marsh Drain and the Talladay Road Drain for an estimated total cost of \$108,000. Roll Call: Aye: Giszczak, Shelby, Tobler, King, Lula and Burek. Nay: Hafler. Absent: None. Motion passed.

26. Motion by Giszczak, 2<sup>nd</sup> by Tobler to adopt the attached resolution to rescind general fund overhead revenue effective April 1, 2012 as reflected in the adopted 2012-2013 General Fund Budget and read into the record:

WHEREAS, The Augusta Charter Township Board has reviewed the Township's future projected financial condition, and;

WHEREAS, the Board has reviewed the General Fund Expenses approved by the 2005 Board of Trustees on 9/13/2005 to allocate General Fund Costs to the Fire Millage Fund, the Police Millage Fund and the Utility Proprietary Fund (Exhibit A); and

WHEREAS, the State of Michigan Treasury Department has no laws governing the allocation of indirect costs; and

WHEREAS, the State of Michigan Treasury Department has no guidelines to support the allocation of five percent (5%) of General Fund Costs to the Fire Millage Fund and Police Millage Fund and twenty five percent (25%) to the Utility Proprietary Fund;

NOW, THEREFORE, BE IT RESOLVED that Augusta Charter Township Board of Trustees hereby adopts the Resolution to Rescind General Fund Overhead Cost Allocation Revenue effective April 1, 2012. Roll Call: Aye: Giszczak, Shelby, Tobler, Hafler, King, Lula and Burek. Nay: None. Absent: None. Motion passed.

27. Motion by Giszczak, 2<sup>nd</sup> by Tobler to approve the attached resolution to pay off the balance of the General Fund's 30 year loan to the Utility's USDA Fund as read into the record:

WHEREAS, The Augusta Charter Township Board on 12/09/2008 authorized an inter-fund loan in the amount of \$310,941.61 for 30 years at 1% interest from the Utility's USDA MBS Long Term Investment Fund for the purpose of terminating the \$2,300,000 contract with YCUA for the Sewer Reserve Capacity Lease that Augusta Township entered into on the behalf of the Biltmore Developer company for Augusta Farms and Lincoln Farms developments; and

WHEREAS, The Augusta Charter Township Board has reviewed the Township's future projected financial condition and the approved General Fund 2012-2013 Budget has an expected fund balance forward of \$468,301.50 due to the increase in State revenue sharing as an

outcome of the 2010 census with an expected ending budget balance of \$186,158; and

WHEREAS, the Board approved the estimated 2012-2013 budget expenditure of \$281,581 to repay the Utility's USDA Fund;

NOW, THEREFORE, BE IT RESOLVED that Augusta Charter Township Board of Trustees hereby adopts the Resolution to Pay Off the General Fund Loan due to the Utility's USDA Fund in the amount of \$281,581 and authorizing the payment to be processed as a preauthorized post audit warrant effective April 1, 2012 and to be deposited in the Utility's USDA MBS Long Term Investment Fund.

Roll Call: Aye: Giszczak, Shelby, Tobler, King, Lula and Burek. Nay: Hafler. Absent: None. Motion passed.

28. Motion by Giszczak, 2<sup>nd</sup> by Shelby to introduce the general fund ordinance addressing Flood Plan Management provisions of the State Construction Code and direct the Clerk to publish in the 4/5/2012 Ypsilanti Courier legal section for board consideration of the general ordinance at the 4/10/2012 board meeting. Roll Call: Aye: Giszczak, Shelby, Tobler, Hafler, King, Lula and Burek. Nay: None. Absent: None. Motion passed.
29. Motion by Tobler, 2<sup>nd</sup> by Shelby to authorize Wade Trim to meet with OHM and with UMS to facilitate the collection of records needed to maintain the water and sewer system as outlined in Dave Vago's letter of March 22, 2012. Also, Trustee Tobler shall send a copy of this letter to OHM and to UMS to allow for preparation. Roll Call: Aye: Giszczak, Shelby, Tobler, Lula and Burek. Nay: King and Hafler. Absent: None. Motion passed.
30. Public comments opened at 10:10 pm, closed at 10:21 pm.
31. Motion by Hafler, 2<sup>nd</sup> by Shelby to adjourn at 10:23 pm. Motion passed.

Respectfully submitted:

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Pete Hafler, Supervisor

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Date

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Kathy Giszczak, Clerk

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Date