

Augusta Charter Township
8021 Talladay Road, Whittaker, MI 48190
Regular Board of Trustees Meeting
November 27, 2012 7:00 p.m.

1. Call meeting to order at 7:00 p.m.
2. Pledge of Allegiance.
3. Roll Call: Present: Dew, Giszczak, Hafler, Howard, Keefe, Thornton and Todd.
Absent: None.
4. Motion by Giszczak, 2nd by Thornton to accept the agenda as submitted.
Motion passed.
5. Motion by Giszczak, 2nd by Dew to approve the 11/13/2012 meeting minutes as submitted. Motion passed.
6. Public comment opened at 7:02 p.m. closed at 7:07 p.m.
7. Motion by Hafler, 2nd by Giszczak to accept Fire Department report as given.
Motion passed.
8. Motion by Giszczak, 2nd by Keefe to accept Utility report by Wade Trim dated October 2012 as submitted. Roll Call: Aye: Dew, Giszczak, Howard, Keefe, Thornton and Todd. Nay: Hafler. Absent: None. Motion passed.
9. Motion by Giszczak, 2nd by Todd to accept the 11/20/2012 cash summary report as submitted. Roll Call: Aye: Dew, Giszczak, Howard, Keefe and Todd. Nay: Hafler and Thornton. Absent: None. Motion passed.
10. Motion by Giszczak, 2nd by Howard to accept warrants #13558 – 13657 as submitted. Roll Call: Aye: Giszczak, Howard, Keefe and Todd. Nay: Dew, Hafler and Thornton. Absent: None. Motion passed.
11. Motion by Dew, 2nd by Hafler to have the Clerk allow the Treasurer and Deputy to review the monthly warrants together. Roll Call: Aye: Dew, Giszczak, Hafler, Howard, Keefe, Thornton and Todd. Nay: None. Absent: None. Motion passed.

12. Motion by Giszczak, 2nd by Dew to accept Journal Entries #4221 – 4271 as submitted. Roll Call: Aye: Dew, Giszczak, Howard, Keefe and Todd. Nay: Hafler and Thornton. Absent: None. Motion passed.
13. Motion by Giszczak, 2nd by Thornton to authorize the purchase of Fire Department snow plow and installation from Fox Auto not to exceed \$4,800.00. Roll Call: Aye: Dew, Giszczak, Hafler, Howard, Keefe, Thornton and Todd. Nay: None. Absent: None. Motion passed.
14. Motion by Giszczak, 2nd by Howard to accept the resignation of FF Evan Hayes effective 11/27/12. Roll Call: Aye: Dew, Giszczak, Hafler, Howard, Keefe, Thornton and Todd. Nay: None. Absent: None. Motion passed.
15. Motion by Giszczak, 2nd by Keefe to authorize Fire Chief to submit bids for new tanker. Roll Call: Aye: Dew, Giszczak, Hafler, Howard, Keefe, Thornton and Todd. Nay: None. Absent: None. Motion passed.
16. Motion by Hafler, 2nd by Dew to nominate/appoint Judith Thornton to be the Board Planning Commission Liaison according to the Supervisor duties. Roll Call: Aye: Dew, Giszczak, Hafler, Keefe, Thornton and Todd. Nay: Howard. Absent: None. Motion passed.
17. Motion by Hafler, 2nd by Todd to accept Joe Keefe as Board Liaison to ZBA. Roll Call: Aye: Dew, Giszczak, Hafler, Howard, Keefe, Thornton and Todd. Nay: None. Absent: None. Motion passed.
18. Motion by Giszczak, 2nd by Todd to request Supervisor to summarize all Board and Committee membership needs for our next Board package. Roll Call: Aye: Dew, Giszczak, Hafler, Howard, Keefe, Thornton and Todd. Nay: None. Absent: None. Motion passed.
19. Motion by Giszczak, 2nd by Howard to approve Assessing report as submitted. Motion passed.
20. Motion by Giszczak, 2nd by Thornton to authorize up to a total of \$1,443.00 for all seven members of our Board to attend the MTA New Officials Training workshop. This includes \$149.00 for two (2) re-elected board members to review the basics with new legislative updates since 2008 and \$298.00 for

each of our five (5) newly elected Board Members for training and the basic three starter books 1) Guide to Township Government (specific to the elected office), 2) Authorities and Responsibilities of Michigan Township Officials, Boards and Commissions (new edition) and 3) Introduction to Township Board Meetings (regular price \$93, discounted to \$80 with the workshop). Further to authorize the Clerk's office to prepay the workshop by 11/28/2012 and submit one registration form per location as recommended by MTA. Further to authorize 3 budget amendments to transfer \$792.00 from Fund Balance to Admin Training \$716.00, Supervisor training \$49.00 and Treasurer training \$27.00. Roll Call: Aye: Dew, Giszczak, Hafler, Howard, Keefe, Thornton and Todd. Nay: None. Absent: None. Motion passed.

21. Motion by Giszczak, 2nd by Keefe to hold one board meeting per month on the 4th Tuesday of each month with the exceptions created by holidays or elections. The 2012-2013 7:00 pm meeting dates would be:

12/18/2012
01/22/2013
02/26/2013
03/26/2013
04/23/2013
05/28/2013
06/25/2013
07/23/2013
08/27/2013
09/24/2013
10/22/2013
11/26/2013
12/17/2013

Roll Call: Aye: Giszczak, Howard and Keefe. Nay: Dew, Hafler, Thornton and Todd. Absent: None. Motion failed.

22. Motion by Hafler, 2nd by Thornton to have 2 meetings per month; to make it the 2nd Monday and 4th Tuesday of every month. Roll Call: Aye: Dew, Hafler, Howard, Keefe, Thornton and Todd. Nay: Giszczak. Absent: None. Motion passed.

23. Motion by Giszczak, 2nd by Keefe to authorize clerk to submit a “retainer authorization” to hire J. F. Moore and Associates LLC to conduct the required investigations at a fee of \$120.00 each as a prepay, normally \$150.00 each, for a Michigan criminal Convictions clearance with a national non verified computerized data check which covers Criminal Convictions in other States, vehicles and property owned, bankruptcies, judgments, liens for the Deputy Clerk Randy Mervyn and for the Deputy Treasurer candidate upon receipt of the required educational and bookkeeping experience/computer credentials, for a total of \$240.00 in order to be qualified for salary and benefits stated.

Pursuant to Board action on 11/13/2012 which states as follows:

Motion by Giszczak, 2nd by Tobler to establish a set of requirements of credentials for Augusta Charter Township’s positions of Deputy Clerk and Deputy Treasurer. In exchange for the budgeted salary of \$28,745.60, with annual increases as provided by the Living Wage Ordinance (as approved by the Board of Trustees), plus additional benefits including a self-directed investment account in the Township pension plan equal to 15% of salary, life & accidental death and dismemberment insurance, and dental/vision, a qualified Deputy Clerk and Deputy Treasurer will possess the minimum credentials of a Bachelor’s Degree in Accounting or Finance, a minimum of one (1) year proficient bookkeeping experience, computer program literacy in Microsoft Office and a satisfactory background check. Roll Call: Aye: Burek, Tobler, Giszczak and Shelby. Nay: King, Lula and Hafler. Absent: None. Motion passed.

Friendly amendment Todd accepted to include a criminal investigation. Roll Call: Aye: Giszczak, Howard and Keefe. Nay: Dew, Hafler, Thornton and Todd. Absent: None. Motion failed.

24. Motion by Hafler, 2nd by Howard to instruct Deputy Treasurer Brendan Humeniak to go to a law enforcement agency for a police clearance. Friendly amendment by Howard accepted by Hafler, to include Deputy Clerk also and authorize reimbursement. Roll Call: Aye: Dew, Giszczak, Hafler, Howard, Keefe, Thornton and Todd. Nay: None. Absent: None. Motion passed.

25. Motion by Dew, 2nd by Thornton to restore the Deputy Treasurer's salary for the budgeted salary of \$28,745.60, with annual increases as provided by the Living Wage Ordinance (as approved by the Board of Trustees), plus additional benefits including a self-directed investment account in the Township pension plan equal to 15% of salary, life & accidental death and dismemberment insurance, and dental/vision. To pay retroactive to 11/20/12. Friendly amendment by Hafler to eliminate the criteria, accepted by Dew. Roll Call: Aye: Dew, Hafler and Thornton. Nay: Giszczak, Howard, Keefe and Todd. Absent: None. Motion failed.
26. Motion by Dew, 2nd by Thornton to increase Treasurer's salary to \$50,000 per year. Motion withdrawn.
27. Motion by Dew, 2nd by Thornton to restore the Deputy Treasurer's salary for \$25,000.00, with annual increases as provided by the Living Wage Ordinance (as approved by the Board of Trustees), plus additional benefits including a self-directed investment account in the Township pension plan equal to 15% of salary, life & accidental death and dismemberment insurance, and dental/vision. To pay retroactive to 11/20/12. Friendly amendment Keefe to increase quarterly up to \$28,745.60. Roll Call: Aye: Dew, Hafler, Keefe, Thornton and Todd. Nay: Giszczak and Howard. Absent: None. Motion passed.
28. Motion by Giszczak, 2nd by Howard to recognize Burek. Motion passed.
29. Motion by Howard, 2nd by none that we apply the criteria voted on to any future changes of deputy personnel. Motion withdrawn.
30. Motion by Giszczak, 2nd by Howard to authorize the Clerk to contact Ghafari Engineering for to obtain any "as constructed" drawings or a CD for a cost of \$250.00 to be paid by the Township Utility Fund as a prepay (not Wade Trim) and authorize the Township Clerk to sign the Electronic release form for Ghafari Engineering. To forward a copy of the CD maps to Wade Trim, OHM and the Supervisor. Roll Call: Aye: Dew, Giszczak, Hafler, Howard, Keefe, Thornton and Todd. Nay: None. Absent: None. Motion passed.

31. Public Comment at 11:04 p.m. closed at 11:05 p.m.

32. Motion by Hafler, 2nd by Howard to adjourn meeting at 11:09 p.m. Aye.

Respectfully submitted:

Pete Hafler, Supervisor

Kathy Giszczak, Clerk

Date

Date