

Augusta Charter Township
8021 Talladay Road, Whittaker, MI 48190
Regular Board of Trustees Meeting
February 11, 2013 7:00 pm

1. Call meeting to order at 7:06 pm.
2. Pledge of Allegiance.
3. Roll Call to establish quorum: Present: Dew, Giszczak, Howard, Thornton and Todd. Absent: Hafler and Keefe.
4. Motion by Thornton, 2nd by Dew to nominate Trustee Todd as Chairperson, Todd accepted. Roll Call: Aye: Dew, Giszczak, Howard, Thornton and Todd. Nay: None. Absent: Hafler and Keefe. Motion passed.
5. Motion by Howard, 2nd by Giszczak to approve the revised agenda submitted that amends the original February 11, 2013 agenda submitted by the Supervisor for the following reasons:
 1. Remove items:
 4. "Supervisor's Cover Letter
 - 9E, Prison Liaison
 - 9F, Ghafari Disks
 - 9G Board of Trustees Meeting Policies
 - 9H, Website/email and
 - 9I Wade Trim discussion and concerns
 - 9K Supervisor's Duties
 - 9L Supervisor's Budget Comments/allegations
 - 9N Purchase business cards
 - 9P Deputy Clerk complaints
 - 9R Payroll Problems
 - 9S Closing Township hall
 - T Water Sewer Rate Increase Newspaper article
 - 9U. Prepay duct cleaning invoice, as they
 - a) do not relate to Township business, (4,)
 - b) lack supporting documentation in the board packet (E, F, H , I and K)
 - c) were not formally submitted as an agenda request by the committee (G),
 - d) recommended policy not provided in the Board Package; (K, P, R ,S, T)
 - e) Need Cash Summary Report including tax disbursements to the Fire Fund; (L)

- f) follow established policy and procedure for paying vendors as a prepay and for processing expense report reimbursements (I, L, R, U)
 - g) are administrative, and/or
 - h) can be addressed by the Officers during business hours through
 - 1) providing documentation to related department, (P, S, U)
 - 2) arranging appointments (P, R)
 - 3) supply orders are administrative, contact front desk administrative assistant (N)
2. Table to February 26, 2013 Board meeting: V Financing Fire Tanker Truck
 3. Move: Wade Trim Report and their Requests for Board Actions as the first item under Township business.
 4. Change: Audit Committee Appointments to Forensic/Fraud Audit Committee status report". Friendly amendment by Todd not accepted by Howard to remove Report of Forensic/Fraud Audit Committee. Roll Call: Aye: Giszczak and Howard. Nay: Dew, Thornton and Todd. Absent: Hafler and Keefe. Motion failed.
6. Motion by Thornton, 2nd by Dew to accept the Original Agenda as submitted. Roll Call: Aye: Dew, Thornton and Todd. Nay: Giszczak and Howard. Absent: Hafler and Keefe. Motion passed.
 7. Motion by Todd, 2nd by Giszczak to approve the amended Meeting Minutes of 01/22/13. Roll Call: Aye: Dew, Giszczak, Howard, Thornton and Todd. Nay: None. Absent: Hafler and Keefe. Motion passed.
 8. Public Comment opened at 7:21 pm closed at 7:28 pm.
 9. Motion by Giszczak, 2nd by Todd to approve the Farmland Preservation Board Township Liaison Appointment, Trustee Thornton. Roll Call: Aye: Dew, Giszczak, Howard, Thornton and Todd. Nay: None. Absent: Hafler and Keefe. Motion passed.
 10. Motion by Howard, 2nd by Todd to accept Michelle Rose-Armstrong as the Alternate Assessor's Board of Review. Roll Call: Aye: Dew, Giszczak, Howard, Thornton and Todd. Nay: None. Absent: Hafler and Keefe. Motion passed.
 11. Motion by Howard, 2nd by Giszczak to table any activities of the Forensic Audit until we as a board have clarified the focus, "the scope" and the depth of the Forensic Fraud Audit, and the board receives written report from the township auditor with written recommendations, and that clarify what is meant to operate as a committee under the Open Meetings Act. To Identify

the types of information to be gathered including what would be necessary for a RFP (Request for proposal) for a licensed forensic auditor, what the procedure would be for professional expense approval (ie Township Auditor). Friendly amendment Giszczak, accepted by Howard to include the number of years to be audited and the items of concern and cost per unit and list of concerns to be addressed, with a recommended timeline, and basically where is the committees plan for Board approval. Roll Call: Aye: Giszczak and Howard. Nay: Dew, Thornton and Todd. Absent: Hafler and Keefe. Motion failed.

12. Motion by Howard, 2nd by Thornton to table Prison Liaison Discussion. Motion passed.
13. Motion by Giszczak, 2nd by Todd to table Web Site and Email for written auditor's recommendation. Motion passed.
14. Motion by Thornton, 2nd by Dew to return the duties of Personnel Director to the Supervisor effective immediately 02/12/13. Friendly amendment Giszczak accepted by Thornton to dissolve the April 12, 2011 motion appointing the Clerk, as the Front Desk Receptionist/Administrative Assistant, Manager. Roll Call: Aye: Dew, Thornton and Todd. Nay: Giszczak and Howard. Absent: Hafler and Keefe. Motion passed.
15. Motion by Todd, 2nd by Thornton to take a 5 minute break. Motion passed.
16. Meeting called back to order at 9:24 p.m.
17. Motion by Dew, 2nd by Todd to table the topic of stationary including business cards and envelopes and checks. Friendly amendment Todd accepted by Dew for Board members to bring in artwork samples and prices. Roll Call: Aye: Dew, Giszczak, Howard, Thornton and Todd. Nay: None. Absent: Hafler and Keefe. Motion passed.
18. Motion by Giszczak, 2nd by Todd to amend the Bridge line item # 101-446-930.101 to increase by \$4,135.57 pursuant to receipt of the final invoice dated 01/24/2013 from the WCRC. Roll Call: Aye: Dew, Giszczak, Howard, Thornton and Todd. Nay: None. Absent: Hafler and Keefe. Motion passed.

19. Motion by Dew, 2nd by Giszczak to have monthly payroll be dropped in the Treasurers black lock box by 9:00 a.m. on day to be released. Roll Call: Aye: Dew, Giszczak, Howard, Thornton and Todd. Nay: None. Absent: Hafler and Keefe. Motion passed.
20. Motion by Dew, 2nd by Thornton for prepay to Lynda Dew \$489.00. Friendly amendment by Giszczak not accepted by Dew for Dew to provide the new vendor proof of general liability and proof workers compensation insurance with form W-9. Roll Call: Aye: Dew, Thornton and Todd. Nay: Giszczak and Howard. Absent: Hafler and Keefe. Motion passed.
21. Motion by Giszczak, 2nd by Todd to accept Wade Trim Report for February, 2013 as submitted. Motion passed.
22. Motion by Giszczak, 2nd by Howard to authorize Wade Trim to deny water meter installation or water turn on until the service address meets local, county and state requirements including providing plumbing permits according to the Township Water and Sewer Ordinance. Roll Call: Aye: Dew, Giszczak, Howard, Thornton and Todd. Nay: None. Absent: Hafler and Keefe. Motion passed.
23. Motion by Giszczak, 2nd by Howard to authorize Wade Trim to use current shut off policy, as written in the ordinance, to perform Maintenance and Repair of the water metering system. Roll Call: Aye: Dew, Giszczak, Howard, Thornton and Todd. Nay: None. Absent: Hafler and Keefe. Motion passed.
24. Motion by Giszczak, 2nd by Thornton to authorize Wade Trim to answer questions or provide information on behalf of the Township of the rules and procedures for customer service connections. Roll Call: Aye: Dew, Giszczak, Howard, Thornton and Todd. Nay: None. Absent: Hafler and Keefe. Motion passed.
25. Motion by Giszczak, 2nd by Howard to authorize Wade Trim to bill 8892 Augusta Street for metered charges. Roll Call: Aye: Dew Giszczak, Howard, Thornton and Todd. Nay: None. Absent: Hafler and Keefe. Motion passed.

26. Motion by Giszczak, 2nd by Thornton to accept Planning Commission Board of Trustee Liaison Budget Request Report as submitted by Trustee Todd. Motion passed.

27. Motion by Giszczak, 2nd by Todd to accept Road Commission, Township Board Liaison road Budget as submitted and authorize Trustee Thornton to negotiate a contract proposal with the WCRC for a proposed 5 miles of limestone and proposals for the two types of dust control. Roll Call: Aye: Dew, Giszczak, Howard, Thornton and Todd. Nay: None. Absent: Hafler and Keefe. Motion passed.

28. Motion by Giszczak, 2nd by Dew to accept Draft Budget as submitted by Giszczak. Motion passed.

29. Public comment opened at 12:24 a.m. on 2-12-13 closed at 12:24 a.m. on 2-12-13.

30. Motion by Giszczak, 2nd by Todd to adjourn meeting at 12:24 a.m. on 2-12-13. Motion passed.

Respectfully submitted:

Pete Hafler, Supervisor

Kathy Giszczak, Clerk

Date

Date