

Augusta Charter Township
8021 Talladay Road, Whittaker, MI 48190
Regular Board of Trustees Meeting
July 23, 2013 7:00 pm

1. In the absence of the Supervisor the Clerk calls the meeting to order at 7:00 pm.
2. Pledge of Allegiance.
3. Roll Call: Present: Dew, Giszczak, Howard, Keefe, Thornton and Todd.
Absent: Hafler.
4. Motion by Giszczak, 2nd by Thornton to nominate Trustee Todd to chair the meeting in the absence of Supervisor Hafler. Motion passed.
5. Motion by Todd, 2nd by Howard to accept agenda as submitted with the following amendments: to move attorney resignation and move new attorney to Attorney Reports at the beginning of the agenda. Friendly amendment Giszczak, accepted by Todd to move the "1st Quarter Financial Report for June 30, 2013 to the Clerk's reports section to immediately following the related Clerk's June Journal Entries Report. Motion passed.
6. Motion by Giszczak, 2nd by Todd to approve the Meeting Minutes of 07/08/2013 as submitted. Motion passed.
7. Public comments opened at 7:03 p.m. closed at 7:11 p.m.
8. Motion by Todd, 2nd by Dew to accept Attorney Doug Winters Resignation effective immediately. Roll Call: Ayes: Dew, Giszczak, Howard, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.
9. Motion by Giszczak, 2nd by Keefe to hire Attorney Fahey to represent Augusta Charter Township in any pending litigation surrounding the Wade Trim contract issue while the Board of Trustees does Requests for Proposals for permanent legal representation and to have former Attorney Winters forward all Wade Trim information to attorney Fahey. Friendly amendment Keefe accepted by Giszczak to be at a maximum rate of \$190.00. Roll Call: Ayes: Dew, Giszczak, Howard, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.
10. Motion by Giszczak, 2nd by Thornton to accept the Fire Department Report for June 2013 as presented and submitted. Motion passed.

11. Motion Dew, 2nd Keefe to approve the "Key Capture" or Tax and Utility Key Bank Accounts for \$150.00 per lockbox account per month until the transition to Chase Bank is complete. Roll Call: Ayes: Dew, Giszczak, Howard, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.
12. Motion by Giszczak, 2nd by Dew to approve warrants # 14198-14270. Roll Call: Ayes: Dew, Giszczak, Howard, Keefe, and Todd. Nay: Thornton. Absent: Hafler. Motion passed.
13. Motion by Giszczak, 2nd by Dew to approve journal entries #4580 to 4598. Roll Call: Ayes: Dew, Giszczak, Howard, Keefe, and Todd. Nay: Thornton. Absent: Hafler. Motion passed.
14. Motion by Giszczak, 2nd by Howard to accept the 1st Quarter Financial Report as of 6/30/2013 with notes: a) whereas the statutory duty of the Clerk is to provide financial reports to the Board of Trustees b) whereas the Budget Appropriation Act stipulates the frequency of the reports; and c) with the 1st Quarter Financial Reports provided to the Board by the Clerk as required, it must be noted that the reports are lacking accuracy due to the Treasurer's office missing November 30, 2012 month end information, miss-posted information and missing bank reconcilements through June 30, 2013, and the 2012 tax settlement report not provided by the Treasurer to the Clerk's office for the year end entries required which impact the Board's current financial reports. Therefore the 1st Quarter Reports should not be relied upon as accurate until the Treasurer's office accounts balance to the Clerk's office accounts and Clerk's office accounts balance back to the Treasurer's office accounts and both accounts have been reconciled and balanced to each other. Further noting that upon the Treasurer's receipt of the treasurer's BSA tax cash accounts as reconciled by the auditor, a non-audit service expense required to complete the audit and estimated to cost \$5,000.00, the Treasurer shall need to update the treasurer's BSA tax cash accounts and work with the Clerk's office to reconcile the township's accounts prior to the 2nd Quarter Financial Reports due to the Board in October. (Per MCL 41.65 paraphrased: The township clerk shall ... open and keep an account with the treasurer ...; The township clerk shall be responsible for the detailed accounting records of the township utilizing the uniform chart of accounts prescribed by the state ... The township clerk shall prepare and maintain the journals and ledgers necessary to reflect the

assets, liabilities, fund equities, revenues, and expenditures for each fund of the township.) Friendly amendment Dew, not accepted by Giszczak, for the record that it is not the treasurer's job to reconcile to the General Ledger Roll Call: Ayes: Giszczak, Howard, and Keefe. Nay: Dew, Thornton and Todd. Absent: Hafler. Motion failed.

15. Motion by Giszczak, 2nd by Howard to accept the Assessors Report as submitted for the month of June. Motion passed.
16. Motion by Giszczak, 2nd by Todd to accept the Freedom of Information Act Coordinator Report as submitted. Motion passed.
17. Motion by Giszczak, 2nd by Todd to accept the July Planning Commission Report as submitted. Motion passed.
18. Motion by Todd to adopt the Email Policy. Motion withdrawn by Todd.
19. Motion by Dew, 2nd by Giszczak to accept water bills on 8/10/2013 without penalty. Roll Call: Ayes: Dew, Giszczak, Howard, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.
20. Motion by Dew, 2nd by Howard to appoint Joe Keefe as the Township Board Liaison to the Utility Advisory Committee effective immediately. Roll Call: Ayes: Dew, Giszczak, Howard, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.
21. Motion by Todd, 2nd by Dew to refund Address Application # ADD-13-05 fee of \$35.00, friendly amendment Giszczak, accepted, upon receipt of completed check request [from the supervisor department]. Roll Call: Ayes: Dew, Giszczak, Howard, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.
22. Motion by Howard, 2nd by Keefe to All agenda item from ALL members of the BOT should be submitted via email to the entire BOT at the time they are submitted for placement on the Agenda and be accompanied by supporting documentation. Friendly amendment Giszczak accepted by Howard, so that members could have ample opportunity to research the proposed item and come prepared to have an informed discussion and

vote. Roll Call: Ayes: Dew, Giszczak, Howard, Keefe, Thornton and Todd.
Nay: None. Absent: Hafler. Motion passed.

23. Public Comment opened at 10:48 pm closed at 10:48 pm.

24. Motion by Todd, 2nd by Dew to adjourn meeting at 10:49 pm. Motion passed.

Respectfully submitted:

Pete Hafler, Supervisor

Kathy Giszczak, Clerk

Date

Date