

Augusta Charter Township  
Board of Trustees  
Regular Meeting  
8021 Talladay Road  
PO Box 100  
Whittaker, MI 48190  
May 12, 2014

1. Meeting called to order 7:00 pm by Giszczak in the absence of the Supervisor.
2. Pledge of Allegiance.
3. Roll Call: Present: Dew, Giszczak, Howard, Keefe, Thornton and Todd. Absent: Hafler.
4. Motion by Giszczak, 2<sup>nd</sup> by Todd to nominate Trustee Keefe as the chairperson in the Supervisor's absence, nomination accepted by Keefe. Roll Call: Aye: Dew, Giszczak, Howard, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.
5. Motion by Giszczak, 2<sup>nd</sup> by Keefe to accept agenda as submitted with the following additions a) Fire Chief recommendation to accept fire fighter termination and b) Receptionist Request to Board. Motion passed.
6. Motion by Giszczak, 2<sup>nd</sup> by Keefe to approve meeting minutes of April 22, 2014 as amended. Motion passed.
7. Public comments opened at 7:14 pm and closed at 7:22 pm.
8. Motion by Giszczak, 2<sup>nd</sup> by Todd to approve the township attorney's first recommendation as written in Attorney Fahey's May 7, 2014 9:09 am email [related to the Wade Trim case]. Roll Call: Aye: Dew, Giszczak, Howard, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.
9. Motion by Giszczak, 2<sup>nd</sup> by Todd to approve the township attorney's second recommendation as written in Attorney Fahey's May 7, 2014 9:09 am email [related to the Wade Trim case]. Roll Call: Aye: Dew, Giszczak, Howard, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.
10. Motion by Giszczak, 2<sup>nd</sup> by Thornton to accept the fire chief's recommendation to terminate Joshua Pearsall effective May 9, 2014. Roll Call: Aye: Dew, Giszczak, Howard, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.
11. Motion by Dew, 2<sup>nd</sup> by Howard to add to next agenda on May 27, 2014 at 6:30 pm a closed session meeting at the request of employee Heather Rowland to discuss receptionist

requests [dated May 6, 2014 and May 12, 2014 for a performance review]. Roll Call: Aye: Dew, Howard, Giszczak, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.

12. Motion by Keefe, 2<sup>nd</sup> by Thornton to forward Carlisle Wortman's zoning administrator, Ralph Pasola's recommendation email dated May 1, 2014 to the township attorney to start legal action regarding the ordinance violation at 9335 Whittaker Road, property tax number T-20-10-200-007. Roll Call: Aye: Dew, Howard, Giszczak, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.
13. Motion by Giszczak, 2<sup>nd</sup> by Thornton to authorize the supervisor to execute the agreement with T-Mobile to substitute the letter of credit from US Bank to Deutsche Bank and provide the originals to the Treasure to secure in the township's security deposit box with copies to the supervisor's and clerk's office. Roll Call: Aye: Dew, Howard, Giszczak, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.
14. Motion by Giszczak, 2<sup>nd</sup> by Howard to approve the PA116 application number PA-14-01 for Mr. Schultz contingent upon the receipt of the approving letters from 1) the Washtenaw County Conservation District and 2) SEMCOG (Southeast Michigan Council of Governments) [which we are required to send notice to] and 3) the approving recommendation of the Planning Commission. Roll Call: Aye: Dew, Howard, Giszczak, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.
15. Motion by Giszczak, 2<sup>nd</sup> by Thornton to renew the bulk labor contract for \$2,375 a 5% discount. Roll Call: Aye: Dew, Howard, Giszczak, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.
16. Motion by Keefe, 2<sup>nd</sup> by Thornton for Keefe to solicit two (2) additional proposals to research and return to the board by the first meeting in June, a recommendation on our email system, back-up system and computer services support system. Motion passed.
17. Motion by Giszczak, 2<sup>nd</sup> by Thornton to enter into the 2014 Local Road Projects agreement selecting items numbered 1, 2, 3, 6 and 7 of 7 plus 2 applications of Contract Brine (\$25,872.30) and WCRC match totaling \$35,625 (\$21071 local roads & \$14,554 drainage) for not to exceed \$200,000 and to amend our current budget by \$20,000 up to \$200,000 for the roads department with the following selected projects:

#1 of 7 HITCHINGHAM ROAD, WILLOW TO ARKONA  
Work to include ditching and associated project restoration.  
Estimated project cost: \$ 31,900

**#2 of 7 JUDD ROAD, WHITTAKER TO HITCHINGHAM**

Work to include ditching and associated project restoration.  
Estimated project cost: \$ 26,200

**# 3 of 7 JUDD ROAD, HITCHINGHAM TO PITMAN**

Work to include the placement of a 6" (C.I.P.) of 23a limestone (Approximately 2,000 tons) with associated dust control and associated Project restoration. Estimated project cost: \$ 24,000

**#6 of 7 HITCHINGHAM ROAD, WILLIS TO BEMIS**

Work to include ditching, the placement of a 6" (C.I.P.) of 23a limestone (Approximately 4,500 tons) with associated dust control and associated project restoration. Estimated project cost: \$ 71,600

**#7 of 7 TUTTLE HILL ROAD, WILLIS TO BEMIS**

Work to include the placement of a 6" (C.I.P.) of 23a limestone (Approximately 4,550 tons) with associated dust control and associated project restoration. Estimated project cost: \$ 54,600

Roll Call: Aye: Dew, Howard, Giszczak, Keefe and Thornton. Nay: Todd. Absent: Hafler.  
Motion passed.

18. Motion by Giszczak, to continue to follow our procedures as is per our Check Writing and Disbursement Resolution which has been used since its adoption in 2005, for over nine (9) years and through two (2) separate audit firms as the guide for the fulfillment of the statutory duties of the board and the both the treasurer and clerk, unrelated to the officers roles as trustee duties). It is in MCL 41.75 section 75 that states "the township board shall approve claim against the township and authorized payment. Account approved by the township board shall be filed and preserved by the township clerk. The payments authorized shall be paid by the treasurer, on the order of the township board signed by the township clerk." After a comprehensive audit of all of our procedures is completed in June and if procedural amendments or changes are recommended by our audit, then the clerk and treasurer will need to present updated procedure changes in the form of a resolution to the board for final approval. Motion failed for lack of support.
19. Motion by Todd, 2nd by Thornton to direct the clerk to attach the proper documents or invoices to the checks. Friendly amendment Howard, accepted by Todd that it is to be copies of invoices. Roll Call: Aye: Dew, Howard, Keefe, Thornton and Todd. Nay: Giszczak. Absent: Hafler. Motion passed.
20. Motion by Giszczak, 2<sup>nd</sup> by Keefe to purchase up to seven (7) new computer monitors, on to replace each current monitor, which were originally installed in 2005 and not replaced with the computer purchased in 2012, not to exceed \$1,155.00 so that the new BSA.net software screen views are readable, input fields visible and for township office use only. Roll Call: Aye:

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

- 21. Motion by Giszczak, 2<sup>nd</sup> by Keefe to authorize the clerk’s office, to contact and make a direct appointment for remote and or onsite computer support with Dominant Systems, as may be needed to 1) set up the wireless access for the election computer, 2) to set up the “guest” sign in and wireless access for the auditors use, 3) to support the clerk’s office to implement the state’s new voter maintenance software, 4) to verify the state’s old voter replication computer hard drive is cleared of data after the clerk’s office transition to the state’s new voter maintenance software and 5) to set up the clerk’s office printer to the network for not to exceed three (3) hours and to be coded as two (2) hours to elections support and as one (1) hour to township support.” Roll Call: Ayes: Howard, Giszczak and Keefe. Nays: Dew, Thornton and Todd. Motion fails.
- 22. Motion by Howard that we accept the request of the clerk to contact Dominant Systems contingent upon the notification of the supervisor, motion withdrawn.
- 23. Motion by Howard 2<sup>nd</sup> by Dew to refer the ordinance violation for the keeping of animals to the attorney for prosecution [regarding the Huntsman property]. Roll Call: Aye: Dew, Howard, Giszczak, Keefe, Thornton and Todd. Nay: None. Absent: Hafler. Motion passed.
- 24. Motion by Howard, 2<sup>nd</sup> by Keefe for Howard to bring to the board for discussion and refinement a proposal for civil infraction incremental fine with guidelines for enforcement as related to the anti-blight ordinance. Motion passed.
- 25. Motion by Giszczak, 2<sup>nd</sup> by Howard to amend the supervisor’s recommended budget adopted by the board on 3/25/2014, to the clerk’s requested budgets as submitted originally in November 2013 as follows:

GL #	GL Description	Board of Trustees Adopted Supervisor's Recommended Budget on 3/25/2014	Clerk's Office Original 2014/2015 Budget Requests dated 11/7/13 - 12/5/13	Amendment Increase (Decrease)
101-191-702.100	Elections Salaries	\$3,000.00	\$15,200.00	\$12,200.00
101-191-	SS/Medicare Employer	\$125.00	\$1,162.80	\$1,037.80

716.000	Expense			
101-191-727.000	Office/Operating Supplies	\$300.00	\$2,500.00	\$2,200.00
101-191-728.000	Postage - Elections	\$500.00	\$800.00	\$300.00
101-191-841.000	Elections Travel/Mileage	\$100.00	\$450.00	\$350.00
101-191-904.000	Legal Notices	\$0.00	\$900.00	\$900.00
101-215-702.400	Clerk Part -Time Help Salary	\$0.00	\$250.00	\$250.00
101-215-716.000	SS/Medicare Employer Expense	\$4,500.00	\$4,033.93	-\$466.07
101-215-806.000	Training	\$0.00	\$1,000.00	\$1,000.00
101-215-841.000	Travel/Mileage	\$100.00	\$150.00	\$50.00
101-242-716.000	SS/Medicare Employer Expense	\$35.40	\$11.48	-\$23.92
101-242-803.200	Planner	\$100.00	\$75.00	-\$25.00
101-242-904.000	Legal Notices	\$75.00	\$60.00	-\$15.00
101-445-810.000	Drains At Large	\$30,000.00	\$40,000.00	\$10,000.00
		<u>\$92,216.56</u>	<u>\$119,974.37</u>	<u>\$27,757.81</u>

Supervisor under estimated	\$28,287.80
Supervisor over estimated	-\$529.99
Proofed - net increase for under estimated expenses	<u>\$27,757.81</u>

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

26. Motion by Giszczak, 2<sup>nd</sup> by Todd to spend \$80.00 for preparation of Childs Cemetery for Memorial Day May 26, 2014.

18 flags @\$1 each  
 10 bags of cement @ \$3.50 each  
 15 bottles of cleaning fluid @ \$1 each  
 4 cans of spray paint to repaint the flag holders @ \$12

Flags \$18  
 Cement \$35

Cleaning fluid \$15  
Spray paint \$12  
\$80

Supplies are for winter repair and routine maintenance and understood that purchasing these supplies and submitting receipts for reimbursement are required. Roll Call: Aye: Dew, Howard, Giszczak, Keefe, and Todd. Nay: Thornton. Absent: Hafler. Motion passed.

27. Public comments opened at 10:12 pm and were closed at 10:17 pm.

28. Motion by Keefe, 2<sup>nd</sup> by Todd to adjourn at 10:17 pm. Motion passed.

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Pete Hafler, Supervisor

Date Signed

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Kathy Giszczak, Clerk

Date Signed