

# Augusta Charter Township

8021 Talladay Road  
Whittaker, MI 48190

## Board of Trustees Meeting Minutes

February 12, 2018, 7:00 p.m.

1. Meeting called to order by Shelby at 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call: Present: Burek, Chie, Domas, Howard, Knick, Ortiz, Shelby.
4. Motion by Shelby, 2<sup>nd</sup> by Howard to approve the agenda as amended: Switch 6. C to proceed 6. B. Add: 6. K Fire Chief Motions. Add: To Reports; B. Treasurer, C. Farmland Preservation. A. 2 Water Asset Management Plan. D Sheriff Department Dumpster. Motion Passed.
5. Public comment opened at 7:04 p.m. and closed at 7:04 p.m.
6. Motion by Domas, 2<sup>nd</sup> by Shelby to approve the Draft Meeting Minutes from 1-22-2018. Motion Passed.
7. Motion by Burek, 2<sup>nd</sup> by Howard to change utility payment collection to be processed by the township hall with the staff. There will be no change to the UMS contract for these fewer related services performed by D & B Billing. This can be addressed in next year's contact renewal if the board so chooses. The treasurer's office will implement ACH automatic payments for both utility and tax payments, set up with Bank of Ann Arbor with additional monthly and transaction fees applied. This will offset direct processing by the township staff and provide a way to automate payments for the residents. The treasurer's office will work with D & B Billing to get new cardstock ordered with the new address to be used in billing. These changes are to be implemented by the 2018 3<sup>rd</sup> billing cycle. The treasurer's office will send out a letter to all utility residents advising of this change utility payment and ACH payment ability. Roll Call: Aye; Burek, Domas, Howard, Knick, Ortiz, Shelby. Nay; Chie. Motion Passed.
8. Motion by Burek, 2<sup>nd</sup> by Domas to approve \$750 for postage to send out a letter to each utility customer detailing the changes made to the utility payments. Roll Call: Aye; Burek, Chie, Domas, Howard, Knick, Ortiz, Shelby. Nay; 0. Motion Passed.

9. Motion by Burek, 2<sup>nd</sup> by Domas to approve \$758 for both the treasurer and deputy treasurer to attend the MTA Annual Education Conference & Expo in Traverse City April 23-26 at the Grand Traverse Resort in Acme Township. We will only be attending classes on April 24-25. Roll Call: Aye; Burek, Chie, Domas, Howard, Knick, Ortiz, Shelby. Nay; 0. Motion Passed.
10. Motion by Domas, 2<sup>nd</sup> by Ortiz to accept Resolution 18-02 Amending Operating & Capital Budget Appropriation of Funds and Levy of Taxes for Fiscal Year ending 12-31-2017 as submitted. Roll Call: Aye; Burek, Chie, Domas, Howard, Knick, Ortiz, Shelby. Nay; 0. Motion Passed.
11. Motion by Domas, 2<sup>nd</sup> by Chie to approve payment of \$5,950 for an additional forty-hour IT bulk labor contract with Dominant. Roll Call: Aye; Burek, Chie, Domas, Howard, Knick, Ortiz, Shelby. Nay; 0. Motion Passed.
12. Motion by Knick, 2<sup>nd</sup> by Shelby to authorize G2 Consulting Group to perform the Phase 1 Environmental Site Assessment of future Fire Department, Township Hall Property costing \$2,200. Roll Call: Aye; Burek, Chie, Domas, Howard, Knick, Ortiz, Shelby. Nay; 0. Motion Passed.
13. Motion by Knick, 2<sup>nd</sup> by Shelby to authorize Midwestern Consulting to perform the Topographic Survey of future Fire Department, Township Hall Property for \$2,000. Roll Call: Aye; Burek, Chie, Domas, Howard, Knick, Ortiz, Shelby. Nay; 0. Motion passed.
14. Motion by Domas, 2<sup>nd</sup> by Shelby to accept the Quarterly Report and Balance Sheet ending 12/31/17 as submitted. Motion Passed.
15. Motion by Domas, 2<sup>nd</sup> by Shelby to approve Warrants 20526-20603 as submitted. Roll Call: Aye; Burek, Chie, Domas, Howard, Knick, Ortiz, Shelby. Nay; 0. Motion Passed.
16. Motion by Burek, 2<sup>nd</sup> by Domas for Board approval of the acceptance of the \$50,000 awarded to Augusta Township as part of the \$1,040,000 awarded to the Greenbelt RCPP Partners in Michigan. The money will be used towards the purchase of ACEP-ALE easements. The project needs to be closed by September 30, 2021. A letter of the Board's approval needs to be provided to Ruth Thornton by March 9<sup>th</sup>. Motion Passed.
17. Motion by Howard, 2<sup>nd</sup> by Ortiz that the Treasurer's office has fully functioning file cabinets, with locks, to Treasurer's satisfaction, no later than 2/28/18. Motion Passed.

18. Motion by Domas, 2<sup>nd</sup> by Chie for the Supervisor to get a dumpster for Washtenaw County Cleanup Program at a cost of \$485 to clean up the township. Roll Call: Aye; Burek, Chie, Domas, Howard, Ortiz, Shelby. Nay; 0. Motion Passed.
19. Motion by Domas, 2<sup>nd</sup> by Ortiz to rescind motion to do WRAP Program until more information is available as to how it will be implemented. Roll Call: Aye; Burek, Chie, Domas, Howard, Knick, Ortiz. Nay; Shelby. Motion Passed.
20. Motion by Howard, 2<sup>nd</sup> by Domas for the pertinent parties, D&B Billing, Utility Manager, Treasurer's office, that would be working with the WRAP Program to get together before second meeting in March preferably. Motion Passed.
21. Public comment opened at 8:59 p.m. closed at 9:00 p.m.
22. Budget Workshop Meeting Scheduled for Tue. 2/20/18 at 6:30 p.m.
23. Motion by Shelby, 2<sup>nd</sup> by Chie to Adjourn Board Meeting at 9:08 p.m. Motion Passed.

Respectfully submitted:

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Brian Shelby, Supervisor

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Date

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Belynda Domas, Clerk

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Date