

**CHARTER TOWNSHIP OF YORK BOARD OF TRUSTEES REGULAR MEETING MINUTES  
TUESDAY, FEBRUARY 13, 2018**

The Board meeting was called to order at 7:30 p.m. at the York Township Hall, 11560 Stony Creek Road, Milan, MI. The Pledge of Allegiance was recited.

Roll Call of Board Members Present: Derek Stern, Chuck Tellas, John Hargrove, Sally Louis, Helen Neill. Absent: Dan Pichla, Brian Iott.

Others Present: One signed in, *(list on file)*.

Short Public Comments: None heard.

Presentation of Written Petitions: None received.

MEETING MINUTES APPROVED

Moved by Neill to approve the Charter Township of York Board of Trustees January 9, 2018 Regular meeting minutes, as presented. Seconded by Hargrove. Discussion: none. Voice Vote: Aye: 5; Nay: 0; Absent: 2. Carried.

CONSENT AGENDA ADOPTED AS SUBMITTED

- C 1 Approve Disbursements: January 10-February 13, 2018, as presented.
- C 2 Recognize report from Clerk: January 2018 Revenues/Expenditures.
- C 3 Recognize Treasurer's Report, month of January 2018.
- C 4 Recognize Board correspondence, month of January 2018.
- C 5 Recognize written report, Building Official/Zoning Administrator, month of January 2018.
- C 6 If approved under Regular Agenda, approve expenditure for Board of Review Alternate to attend Michigan Townships Association workshop on February 27, 2018; not to exceed \$109.00.

*Moved by Stern to adopt the February 13, 2018 Consent Agenda as submitted. Seconded by Hargrove. Discussion: none. Voice Vote: Aye: 5; Nay: 0; Absent: 2. Carried.*

REGULAR AGENDA APPROVED AS AMENDED

*Moved by Louis to approve York Charter Township Board of Trustees February 13, 2018 Regular Agenda as amended. Seconded by Stern. Discussion: Strike from New Business – Resolution, To Approve PUD Rezoning Petition & Area Plan, Peters Building Company; Ordinance To Amend York Township Zoning Map of Zoning Ordinance #65, Introduction & First Reading. Add to New Business: Resolution, Authorize Prepayment, Mooreville Special Assessment Bonds. Voice Vote: Aye: 5; Nay: 0; Absent: 2.*

VERBAL REPORTS

Cpl. Keith DeZwaan, Sheriff's Dept. Received 263 calls for service in January 2018 with the Michigan State Police handling 38 of the calls. Cpl. DeZwaan introduced Cpl. Bob Losey, who brings 28 years' policing experience to York. They're working together on Truck Route issues: encouraged opening up Ridge & Mooreville Rds. due to Dennison Rd. bridge weight limits; they will check into why calls for service are up.

Tom Toth, Building/Zoning Official. The frost this year is unusually deep at more than four feet; had court appearance on Day Rd. zoning issue, settled, will pay \$100.00 Municipal Civil Infraction fine; other Day Rd. issue: ½ the garbage was picked up, will take care of the rest; talked about State Liquor Law changes in response to request by Petrol & Pantry owner; developer/owner question on Charter Oak Lane addressing.

Christopher Coucke, Assessor. Written report, including 2017 Assessing Office Summary (on file): all PTAs, P.R.E.s new for February filed; no 2017 Tribunal appeals; field work; mailing assessment notices end of February; preparing for March Board of Review.

BOARD REPORTS

Trustees Pichla and Iott. Supervisor Tellas advised: Personnel Committee met on January 23<sup>rd</sup>, recommended employee pay increases & pay scale change to the Board and offer Assessor contract to Chris Coucke after reviewing the four applications. MAFD & SAFD: increased percentages due to Toyota facility. MAFD: Mayor & 3 Supervisors talking about leadership development, ways to assist in their growth. SAFD: negotiating with firefighters union, went well, uneventful discussions.

Clerk Neill. Working on balancing the General Ledger; voter registration software changed, mandatory training on new program next week; ongoing developments.

Trustee Hargrove. Planning Commission: discussed the need for MTA training; Planner Lippens working on Master Plan items; Mike Peterson discussed possible joint Board/PC meeting for plan review education & much-needed Engineering Standards, he'll provide a cost for the Board's consideration; (*see minutes*).

Trustee Stern. Parks/Recreation Committee: interested in building a disc golf course facility in Richardson Park, a company evaluating costs involved, a representative conducted overhead views recently; Mooreville property-waiting for County's decision (*see minutes*).

Treasurer Louis. Taxes due Wednesday, February 14<sup>th</sup>; Deputy Treasurer attended County Treasurer's meeting where discussion was held about late tax payment reminders, will send brightly-colored postcards instead of envelopes this time, will be a cost-saver.

Supervisor Tellas. Met with Lt. Keith Flores regarding the proposed 2019 Sheriff's contract: they want to remove the assigned Deputy from contract. We lose choice and continuity of service. Board disapproves change, Supervisor Tellas will schedule another meeting with Board Officers, Commander Radzik and Lt. Flores and inform them; gave an overview of the County's updated Solid Waste Plan the Board must act on before May – the proposed plan is available online; will work on setting up a road tour with WCRC staff.

UNFINISHED BUSINESS – None.NEW BUSINESS

APPOINTMENT, BOARD OF REVIEW ALTERNATE	MOVED BY TELLAS to appoint resident Jo Ann Black to a 2-year term as an alternate to the Board of Review; term begins January 1, 2019. SECONDED BY LOUIS. Discussion: Supervisor Tellas met with Mrs. Black who indicated a high interest in serving the Township; her term does not begin until next January, but she will attend training and attend meetings. VOICE VOTE: AYE: 5; NAY: 0; ABSENT: 2. CARRIED.
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Personnel Committee Recommendations:

EMPLOYEE WAGE RANGE, AMEND POLICIES MANUAL, SECT. 3.10A	MOVED BY LOUIS to approve amending Sect. 3.10A of the York Charter Township Policies Manual, lowering the Employee Wage Range from \$12.00/hr. to \$20.00/hr. to \$10.00/hr.-\$20.00/hr. SECONDED BY TELLAS. Discussion: change needed to be current with new minimum wage requirements and one very part-time employee's wages. VOICE VOTE: AYE: 5; NAY: 0; ABSENT: 2. CARRIED.
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EMPLOYEE PAY RAISES: BUILDING DEPTS.; RECEPTIONIST DEPUTY ZONING, DEPUTY TREASURER, & DEPUTY CLERK	MOVED BY LOUIS to approve the following employee pay raises: Jaymz Gibson, Building Dept., from minimum wage of \$9.25/hour to \$10.00/hour; Deanna Manor, Receptionist, from \$13.50/hour to \$14.50/hour; Deputy Zoning Debi Gibson, Deputy Treasurer Cherie Adkins and Deputy Clerk Louise Burke, from \$17.50/hour to \$18.00/hour; effective 4/1/2018. SECONDED BY NEILL. Discussion: Jaymz handles Bldg. Dept. overflow, added responsibilities; Dee takes initiative on extra work, merit increase. VOICE VOTE: AYE: 5; NAY: 0; ABSENT: 2. CARRIED.
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- GENERATOR SERVICE REQUEST, NORTH DISTRICT S/W, YCUA DIVISION Tom Toth, Utilities Manager: North District generator hasn't had a major overhaul since Township purchased ten years ago; need to replace belts, hoses, gaskets, etc. This generator currently serves Toyota, the only user in the District at this time.  
MOVED BY TELLAS to approve the service estimate of \$1,842.43 from GenPower Products, Inc. dated 1/29/2018, not to exceed \$1,900.00 for generator repair; to be paid from the North District Sewer/Water, YCUA Division Fund-592.  
SECONDED BY STERN. Discussion: none further.  
VOICE VOTE: AYE: 5; NAY: 0; ABSENT: 2. CARRIED.
- AGREEMENTS, 2018/19 FY WEBSITE MAINTENANCE; CLEAN TOWNSHIP HALL; LAWN CARE-2018 SEASON MOVED BY NEILL to approve the Agreements for 2018/2019 Fiscal Year, as presented: Website Maintenance with Call Your Help Desk; Clean the Township Hall with You've Got It Maid and Lawn Care 2018 Season with Creation Keeper; all to commence 4/1/2018 and end 3/31/2019.  
SECONDED BY HARGROVE. Discussion: wonderful that prices remained the same as last year's; all are providing great service; Supervisor Tellas advised Jeff at Call Your Help Desk of quotes we received for website upgrades.  
VOICE VOTE: AYE: 5; NAY: 0; ABSENT: 2. CARRIED.
- RESOLUTION #2018-03, ESTABLISH SALARY FOR SUPERVISOR MOVED BY NEILL to adopt Resolution #2018-03, Resolution to Establish Township Supervisor's Salary, Fiscal Year 2018/2019, as presented and read aloud.  
SECONDED BY HARGROVE. Discussion: salary unchanged for eleven years; Supervisor Tellas thanked the Board.  
ROLL CALL VOTE: STERN, AYE; HARGROVE, AYE; PICHLA, ABSENT; IOTT, ABSENT; NEILL, AYE; TELLAS, AYE; LOUIS, AYE; NAY: NONE. CARRIED 5-0-2
- RESOLUTION #2018-04, ESTABLISH SALARY FOR TREASURER MOVED BY TELLAS to adopt Resolution #2018-04, Resolution to Establish Township Treasurer's Salary, Fiscal Year 2018/2019, as presented.  
SECONDED BY STERN. Discussion: salary unchanged for eleven years, as well: Treasurer Louis thanked the Board.  
ROLL CALL VOTE: STERN, AYE; HARGROVE, AYE; PICHLA, ABSENT; IOTT, ABSENT; NEILL, AYE; TELLAS, AYE; LOUIS, AYE; NAY: NONE. CARRIED 5-0-2
- RESOLUTION #2018-05, ESTABLISH SALARY FOR CLERK MOVED BY TELLAS to adopt Resolution #2018-05, Resolution to Establish Township Clerk's Salary, Fiscal Year 2018/2019, as presented.  
SECONDED BY STERN. Discussion: differs from other Officers due to Legislation effective 1/2005 that added schools to local Clerks' Election duties; Clerk Neill thanked the Board; salary unchanged for this position in past eleven years, also.  
ROLL CALL VOTE: LOUIS, AYE; TELLAS, AYE; NEILL, AYE; IOTT, ABSENT; PICHLA, ABSENT; HARGROVE, AYE; STERN, AYE; NAY: NONE. CARRIED 5-0-2
- SAFD: 2018/19 FY OPERATING PERCENTAGES, PROPOSED OPERATING & CAPITAL IMPROVEMENTS BUDGETS MOVED BY LOUIS to approve the Saline Area Fire Department's 2018/2019 Fiscal Year Operating Percentages at 22.79% for York Charter Township, and their Proposed Operating and Capital Improvements Budgets, as presented.  
SECONDED BY HARGROVE. Discussion: percentage up from last year by 1.63% due to increased valuations at the Toyota facility; Supervisor Tellas and Trustee Iott as Board representatives will take this recommendation to the Executive Board.  
VOICE VOTE: AYE: 5; NAY: 0; ABSENT: 2. CARRIED.

RESOLUTION #2018-06, RESOLUTION TO AUTHORIZE PREPAYMENT OF MOOREVILLE SPECIAL ASSESSMENT BONDS

Board held discussion previously and agreed it would be fiscally responsible to prepay the Mooreville Special Assessment Bonds as advised by Township auditor Pat Hanniford. This payoff will reduce audit fees and eliminate Federal loan reporting required for compliance. Treasurer Louis will transfer monies from the Building Capital Improvements Fund-414 as a loan to the Mooreville Sewer Fund. She confirmed the payoff amount of \$82,042.53 with B.J. Haire of USDA-Rural Development, to be taken from our account Thursday, February 15th.

MOVED BY TELLAS to adopt Resolution #2018-06, Resolution To Authorize Prepayment of Mooreville Special Assessment Bonds, Series 2002A and Series 2002B, as presented; to be a part of these minutes.

SECONDED BY HARGROVE. Discussion: Township paying interest on these bonds now; fortunate Board can borrow from another fund to accomplish payoff; loan payment will be made to 414 Fund every March after collecting Special Assessments on winter tax bills.

ROLL CALL VOTE: TELLAS, AYE; NEILL, AYE; IOTT, ABSENT; PICHLA, ABSENT; HARGROVE, AYE; STERN, AYE; LOUIS, AYE; NAY: NONE. CARRIED 5-0-2

2018-2019 FY PROPOSED BUDGET DISCUSSION: SMALL FUNDS; MOOREVILLE SEWER; NORTH DISTRICT SEWER/WATER-YCUA DIVISION

Supervisor Tellas reviewed the Liquor Law, Parks Maintenance, Budget Stabilization, Parkland Capital Improvements, Building Capital Improvements Fund and Cemetery Funds – activity with these funds is mostly accrued interest, State grant money covers the Liquor Law Enforcement inspections; Board Officers will review both Mooreville Sewer and the North District Sewer/Water funds one more time before the March meeting.

PUBLIC COMMENTS (five minutes or less) None heard.

ADJOURNMENT: Moved by Neill, Seconded by Hargrove to adjourn the Regular Board meeting at 8:45 p.m. Discussion: none. Voice Vote: Aye: 5; Nay: 0; Absent: 2. Carried.

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Charles Tellas, Supervisor

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Helen Neill, Clerk

Approved: \_\_\_\_\_, 2018      Synopsis published: \_\_\_\_\_, 2018  
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**Newspaper of record: *M Live/The Ann Arbor News***      **Website: [www.twp-york.org](http://www.twp-york.org)**