

CALL TO ORDER: 7 p.m. by Supervisor Paterek

PLEDGE OF ALLEGIANCE:

MEMBERS PRESENT: Bednar, Kanehl, Paterek, Finlay, Swiacki

MEMBER ABSENT: None

MINUTES:

Motion by Swiacki seconded by Finlay to approve regular meeting minutes of September 12 as presented. **Motion CARRIED**

Motion by Swiacki seconded by Finlay to approve special meeting minutes of October 3 as presented. **Motion CARRIED**

Motion by Finlay seconded by Swiacki to approve election meeting minutes of October 4 as presented. **Motion CARRIED**

SET/AMEND AGENDA: Motion by Finlay seconded by Swiacki to remove items 11) h, i, j, k, and l from the agenda as our policies and procedures state on page 7 that "Any board member who desires to have an item placed on the agenda will notify the clerk at least 5 business days prior to the meeting. A copy of the proposed agenda shall be delivered or made available to every board member, along with all financial information, supporting documentation and correspondence address to the township board, at least one week prior to the board meeting." We have not received any documentation for these agenda items.

Ayes: Bednar, Swiacki, Finlay **Nays:** Kanehl, Paterek **Motion CARRIED**

Motion by Paterek seconded by Swiacki to add under Unfinished Business d) Contractor for water and sewer. Move n) to g) and add l) Request for easement specialist. **Motion CARRIED**

BILLS: Motion by _____ seconded by _____ to approve bills as follows:

Previously paid bills: \$ 75,820.55 \$ 4,763.96 Township

Payroll: \$ 63,851.99 Fire \$ 20,756.08 Township

Open Invoices: \$ 4,009.82 Fire \$ 18,065.96 Township

Tax Disbursements: \$ 4,382,989.04

Trust & Agency: \$ 3,250 Open: \$ 1,319.00

Total of \$ 4,574,826.40

Ayes: Bednar, Swiacki, Paterek, Kanehl, Finlay **Motion CARRIED**

PUBLIC COMMENTS – Agenda Items ONLY: Steve Nikkel, Chief Dan Reynolds.

CORRESPONDENCE/INFORMATION:

a) Dave Richmond and James Pieprzak: Water and Sewer Project - Dave Richmond indicated that they have working with the low bidder to get started. Bonds and insurance were asked for; they cannot bond the whole project. They want to do it in phases and we cannot do that. Dave would like to go with the next contractor, as they are not getting anywhere. Spalding DeDecker contacted James Pieprzak asking if they were willing to hold the initial bid with recommendations. Mr. Pieprzak indicated that a flow meter needs to be added (approx... \$59,000) to the bid and indicated the use of PVC909 to save money for the water main instead of iron piping. Estimated cost would be roughly \$1,100,000.

REPORTS:

- Fire Department Chief Reynolds
- Code Official Mike Klein
- Planning Commission No report
- Building Department Christine White
- Macomb Agricultural P.D.R. No report
- Parks & Recreation Gary Goedel
- Water/Sewer Update John Paterek
- Macomb Orchard Trail Al Goetzing
- Senior Center Donna Peitz
- Administrative Policies & Procedures No report
- Treasurer Camille Finlay

Motion by Swiacki seconded by Paterek to receive and file reports. **Motion CARRIED**

UNFINISHED BUSINESS:

Petition of Armada Township on permit issued to Edward P. Kerner: On September 25, the attorney, Carol Mar cath and Treasurer Finlay met with the DEQ to discuss the McPhall Road complaint. The DEQ said that they will pursue the as-builts as requested. Also, we are looking at title work for proper conservation easements. We have not removed the possibility of going to court on this matter.

Fireworks ordinance: Motion by Swiacki seconded by Kanehl to approve Armada Township Fireworks Ordinance R2018-21 as presented.

Ayes: Bednar, Paterek, Finlay, Kanehl Swiacki

Motion CARRIED

Armada Township Park – Security Cameras: Gary Goedel met with Mike Richter and the cost would be approximately \$3,000, he will obtain at least three quotes for the installation. System is wireless and would be housed at the Fire Department. Motion by Finlay seconded by Swiacki to table until next month.

Motion CARRIED

Contractor for water and sewer: Motion by Paterek seconded by Swiacki to seek final bid package from TR Pieprzak to take over for Phillips trucking on the water and sewer project for Powell Rd.

Ayes: Bednar, Paterek, Kanehl, Finlay, Swiacki

Motion CARRIED

NEW BUSINESS:

SMART FY19 allocations/Resolution: Clerk Swiacki stated that the township received \$3,572 in Municipal Credit funds and \$9,750 in Community Credit funds for a total of \$13,322. Motion by Finlay seconded by Swiacki to approve S.M.A.R.T. allocations as presented:

Municipal Credits: Resolution to transfer direct to Richmond/Lenox EMS - \$ 500
Armada Township Seniors - \$ 3,072

Community Credits: P.A.L - \$4,375
A.C.E.P. - \$1,000
Armada Township Seniors - \$4,375

Municipal and Community Credits are public transportation funds and the service is open to the public.

Ayes: Finlay, Bednar, Kanehl, Paterek, Swiacki

Motion CARRIED

Motion by Swiacki seconded by Finlay to approve Resolution approving agreement to transfer FY19 SMART funds of \$500 to Richmond Lenox EMS.

Ayes: Kanehl, Bednar, Finlay, Swiacki, Paterek

Motion CARRIED

Password Policy: Motion by Swiacki seconded by Bednar to approve Password Policy of Armada Township as amended.

Ayes: Finlay, Bednar, Swiacki, Kanehl, Paterek

Motion CARRIED

Giffels Webster – Updated township map: Motion by Swiacki seconded by Paterek to postpone until next month's meeting.

Motion CARRIED

Snowplowing bids: Motion by Swiacki seconded by Finlay to award snowplowing contract to Dalia's Inc. and to note that on election days the center needs to be cleared by 6:30 a.m. and the Township Hall by 9 a.m.

Ayes: Kanehl, Finlay, Bednar, Swiacki, Paterek

Motion CARRIED

Consent Judgement: Armada Twp v. Coubard: Motion by Swiacki seconded by Paterek to approve Consent Judgement as presented.

Ayes: Bednar, Kanehl, Swiacki, Finlay, Paterek

Motion CARRIED

Fire Dept.: Engine repair: Motion by Paterek seconded by Kanehl to decommission Engine 1 and move to purchase a new engine and replace it with today's technology.

Ayes: Bednar, Kanehl, Swiacki, Paterek **Nays:** Finlay

Motion CARRIED

Fire Dept.: Purchase new fire engine: Motion by Swiacki seconded by Paterek to approve purchase of 2019 Spartan Metro Star Fire engine for \$476,350 from R&R Fire Truck and to finance 100% with Lakestone Bank and Trust.

Ayes: Bednar, Paterek, Kanehl, Finlay, Swiacki

Motion CARRIED

State of Michigan Audit – Corrective Action Plan: Supervisor indicated that the township needs to adopt policies to ensure appropriate internal controls. First issue noted by the auditor is material journal entries; supervisor read his proposal for solution to adhere to the auditors advice. Treasurer Finlay indicted that the clerk’s office and treasurer’s office replied to the state. Credit card policy was discussed that all purchases need to be given to the clerk within 24 hours. Clerk indicated that the chief now emails receipts clerk cannot post until receipt of those bills. Under Segregation of duties auditor indicated that the treasurer is responsible for the townships receipting and prepares the bank reconciliations, access to the general ledger should be limited to “read only”. Treasurer Finlay questioned how would she do the bank reconciliations with read only. Time clock policy Clerk read her response sent to the state.

Motion by Paterek seconded by Kanehl to put employees in the township on a timeclock at the township hall.

Ayes: Kanehl, Paterek

Nays: Finlay, Swiacki, Bednar

Motion FAILED

General Fund: FY 18/19 budget amendment: Motion by Swiacki seconded by Finlay to approve budget amendments as presented:

Line item #101.101.804.00 Bookkeeping move \$1,000 to line item # 101.101.780.000 Govt. Postage

Ayes: Kanehl, Finlay, Bednar, Swiacki, Paterek

Motion CARRIED

Armada Township Park: Motion by Kanehl seconded by Finlay to rename the Armada Township Park to Armada Township Memorial Park.

Ayes: Kanehl, Finlay

Nays: Paterek, Bednar, Swiacki

Motion FAILED

Request for easement specialist: Supervisor Paterek provided information from one individual on the cost for an easement specialist for review. It was suggested to research additional companies that provide this service. No action.

PUBLIC COMMENT: DJ Kehrig, Monica Job, Jim Goetzinger, Kevin Kanehl, Rachel Achatz, Steve Nikkel.

ADJOURNMENT: Motion by Paterek seconded by Bednar to adjourn the meeting at 9:43 p.m.

Motion CARRIED

Mary K. Swiacki, CMMC
Armada Township Clerk

John W. Paterek
Supervisor

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