

Armada Township Board
23121 East Main
Armada, MI 48005

Regular Board Meeting Minutes

February 12, 2014

7:00 p.m.

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

MEMBERS PRESENT: Goetzinger, LeMieux, Smith, Swiacki, Paterek

MEMBERS ABSENT: None

MINUTES:

Swiacki moved Smith seconded to approve regular meeting minutes of January 8, 2014 as presented.

Motion CARRIED

Paterek moved Swiacki seconded to approve budget-meeting minutes of January 23, 2014 as presented.

Abstain: Smith

Motion CARRIED

SET/AMEND AGENDA: LeMieux moved Swiacki seconded to approve agenda as amended: Under Correspondence & Information add: 1 a: Representative Ken Goike.

Motion CARRIED

CURRENT BILLS: LeMieux moved Swiacki seconded, to approve the previously paid bills of \$52,785.81 – township checks #23076 thru #23123, fire checks #12587 thru #12618, payroll checks of \$ 62,989.00 – check #11946 thru #12043 and the current list of bills of \$ 8,326.40 - township checks #23124 thru #23175 and fire checks #12619 thru #12626 total of \$ 124101.21 as presented.

Ayes: Goetzinger, Smith, LeMieux, Swiacki, Paterek

Motion CARRIED

PUBLIC COMMENTS – Agenda Items: None

CORRESPONDENCE/INFORMATION:

Representative Ken Goike: Addressed the board on what is going on in Lansing regarding road transportation and the DIA. His door is always open if anyone has any questions.

DTE Energy Efficiency Program for Businesses: None

Road Update East Main: Giffels Webster is working on actual figures for our portion of the engineering costs.

Township projects & planning: Nothing new at this time.

Community Planning & Management: Supervisor Paterek read a letter from Patrick Meagher, President of Community Planning & Management, P.C. indicating that there are terminating our planning service contract with our community.

REPORTS:

- | | |
|------------------------------|-------------------------------------|
| ◦ Fire Department | Steve Jerzewski |
| ◦ Code Official | Shannon Murray |
| ◦ Planning Commission | Dennis LeMieux – 2013 Annual Report |
| ◦ Building Department | Christine White |
| ◦ Macomb Agricultural P.D.R. | D.J. Kehrig |
| ◦ Parks & Recreation | Gary Goedtel – No report |
| ◦ Water Main Update | John Paterek |

Swiacki moved Smith seconded to receive and file reports as presented.

Motion CARRIED

February 12, 2014

7:00 p.m.

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

MEMBERS PRESENT: Goetzinger, LeMieux, Smith, Swiacki, Paterek

MEMBERS ABSENT: None

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Ayes: Goetzinger, Smith, LeMieux, Swiacki, Paterek

Motion CARRIED

PUBLIC COMMENTS – Agenda Items: None

CORRESPONDENCE/INFORMATION:

Representative Ken Goike: Addressed the board on what is going on in Lansing regarding road transportation and the DIA. His door is always open if anyone has any questions.

DTE Energy Efficiency Program for Businesses: None

Road Update East Main: Giffels Webster is working on actual figures for our portion of the engineering costs.

Township projects & planning: Nothing new at this time.

Community Planning & Management: Supervisor Paterek read a letter from Patrick Meagher, President of Community Planning & Management, P.C. indicating that there are terminating our planning service contract with our community.

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| ◦ Parks & Recreation | Gary Goedel – No report |
| ◦ Water Main Update | John Paterek |

Swiacki moved Smith seconded to receive and file reports as presented.

Motion CARRIED

UNFINISHED BUSINESS:

Server & PCs: Clerk Swiacki stated that township has utilized I.T. Right for hosting our website and e-mail for three years for an annual fee of \$500. The service received from this company is very professional and we have not had any issues.

Clerk Swiacki stated that I.T. Right only deals with municipalities and can usually offer discounts that other companies cannot. Quote from I.T. Right for server is \$1,435 and PCs is \$5,000. This includes labor for installation and configuration. (Installation is covered by the Annual Service Contract and that is \$3,000). We will also need to have a remote backup to store our data files and that fee is \$500. Antivirus with Proactive Protection plan for all PCs is \$485. Total of \$10,420. I.T. Right also works with BS&A to make sure that all applications are working.

Quote from Hi-Tech for server is \$9,539 and PCs \$6,432. This does not include the labor for installation and configuration. They estimated approximately 28 hours for labor this is an additional \$2,800. Total of \$18,771. Current Tech care and annual remote support from Hi-Tech is \$1,632.

Swiacki moved Smith seconded to accept proposal from I.T. Right for \$10,420.

Ayes: Smith, Goetzinger, Paterek, Smith, Swiacki

Motion CARRIED

NEW BUSINESS:

Newspaper of record: No action.

Insurance casualty & liability: Clerk Swiacki stated that she and Chief Jerzewski met with three different insurance companies of the last few months to obtain quotes for casualty and liability insurance, which is up for renewal on March 9, 2014. Each representative was given the same packet of information from which to prepare a proposal.

Quote from Nickel & Saph, Inc. is \$30,956. (Last fiscal year was \$26,336).

Quote from Michigan Municipal League is \$23,400.

Quote from John Gandolfi Agency is \$17,737. Going with Gandolfi agency will save the township \$13,219 when comparing to Nickel & Saph, Inc.

Swiacki moved LeMieux seconded to accept proposal from John Gandolfi Agency as presented for policy term from March 9, 2014 thru March 9, 2015 for \$17,737.

Ayes: Smith, Swiacki, Goetzinger, LeMieux, Paterek

Motion CARRIED

Board of Review – two re-appointments: Paterek moved LeMieux seconded to re-appoint Dale Smith to the Board of Review for another two-year term from February 2014 thru February 2016.

Motion CARRIED

Paterek moved Swiacki seconded to re-appoint Tim Cheek to the Board of Review for another two-year term from March 2014 thru March 2016.

Motion CARRIED

Planning Commission – three re-appointments: Paterek moved Swiacki seconded to re-appoint Joe Jabara to the Planning Commission for another three-year term from March 2014 to March 2017.

Motion CARRIED

Paterek moved Smith seconded to re-appoint Randy Finlay to the Planning Commission for another three-year term from March 2014 to March 2017.

Motion CARRIED

Paterek moved Swiacki seconded to re-appoint Beth Abercrombie to the Planning Commission for another three-year term from April 2014 to April 2017.

Motion CARRIED

February 12, 2014

7:00 p.m.

Zoning Board of Appeals – two re-appointments: Paterek moved Smith seconded to re-appoint D.J. Kehrig to the Zoning Board of Appeals for another three-year term from March 2014 to March 2017. **Motion CARRIED**

Paterek moved LeMieux seconded to re-appoint Diane Xagoraris to the Zoning Board of Appeals for another three-year term from March 2014 to March 2017. **Motion CARRIED**

P.D.R. Committee – one re-appointment: Paterek moved Swiacki seconded to re-appoint D.J. Kehrig to the P.D.R. Committee for another three-year term from March 2014 to March 2017. **Motion CARRIED**

Set public hearing for truth in budgeting – March 13, 2014: Swiacki moved Paterek seconded to set public hearing for truth in budgeting for March 13, 2014 at 7 p.m. **Motion CARRIED**

Fire Department – New Hire: Markus Hoskin –firefighter: Swiacki moved LeMieux seconded to hire Markus Hoskin on-call firefighter.
Ayes: Smith, LeMieux, Goetzinger, Swiacki, Paterek **Motion CARRIED**

Fire Department – New Hire: Jacob Malburg – E.M.T: LeMieux moved Swiacki seconded to hire Jacob Malburg E.M.T.
Ayes: LeMieux, Goetzinger, Swiacki, Smith, Paterek **Motion CARRIED**

Change February 27-budget meeting to February 18, 2014: Paterek moved Swiacki seconded to reschedule February 27 budget meeting to Tuesday, February 18 at 7 p.m. **Motion CARRIED**

**Fire Department – Wages Safer Grant & Full time:
Safer Grant:**

Swiacki moved LeMieux seconded to increase Safer Grant recipient Ryan Antos wage from \$11.25/hr to \$12 effective February 15, 2014.
Ayes: Smith, Goetzinger, Swiacki, LeMieux, Paterek **Motion CARRIED**

Swiacki moved LeMieux seconded to increase Safer Grant recipient Thomas Kuhn's wage from \$11.25/hr to \$12 effective February 15, 2014.
Ayes: Smith, Goetzinger, Swiacki, LeMieux, Paterek **Motion CARRIED**

Swiacki moved LeMieux seconded to increase Safer Grant recipient Jacob Malburg's wage from \$11.25/hr to \$12 effective February 15, 2014. (Replacing Andrew Pfeifle, currently on disability).
Ayes: Smith, Goetzinger, Swiacki, LeMieux, Paterek **Motion CARRIED**

Swiacki moved LeMieux seconded to increase Safer Grant recipient Andrew Pfeifle's wage from \$11.25/hr to \$12 effective when he return full time status.
Ayes: Smith, Goetzinger, Swiacki, LeMieux, Paterek **Motion CARRIED**

Full time fire fighters:

Swiacki moved LeMieux seconded to increase Adam LeCluyse's wage from \$11.50/hr to \$12 effective February 15, 2014.
Ayes: Smith, Goetzinger, Swiacki, LeMieux, Paterek **Motion CARRIED**

Swiacki moved LeMieux seconded to increase Jeff Scaife's wage from \$11.25/hr to \$12 effective February 15, 2014.
Ayes: Smith, Goetzinger, Swiacki, LeMieux, Paterek **Motion CARRIED**

February 12, 2014

7:00 p.m.

BS&A.net – Assessing, Tax, Building & Financial applications:

Clerk Swiacki and Treasurer Smith meet with representatives from BS&A. The applications upgrade for Assessing.net, Tax.net, Building.net, implementation, training and travel is \$16,200 one time fee. May be less if all training time is not utilized. The annual support fee for Assessing, Tax and Building is \$3,249. (Current annual support fee for all three is \$2,510).

Regular BS&A support is gradually being phased out and everyone will eventually have BS&A.net.

An additional application which can be added at anytime is for General ledger.net, Payroll.net, Accounts payable.net, implementation, training & travel is \$26,435. May be less if all training time is not utilized. Annual support fee for General Ledger, Accounts Payable and Payroll is \$2,100. Total of \$28,535.

Goetzinger moved Paterek seconded to accept BS&A.net applications upgrade for assessing, tax and building and annual support fees as presented for \$19,449. .

Ayes: Smith, Goetzinger, LeMieux, Swiacki, Paterek

Motion CARRIED

2013/2014 general fund budget amendments: Swiacki moved Paterek seconded to approve amendments as presented.

Line Item: 101-864 – Siren move \$200 to line item 101-901 printing/publishing

Line item: 209-730 - Computer maint/support assessor move \$200 to line item 209-712 land division

Line item: 210-802 – Atty: traffic matters move \$1000 to line item 210-802 atty: miscellaneous matters

Line item: 215-730 – Computer maint/support - clerk move \$200 to line item 215-860 membership/mileage

Line item: 215-730 – Computer maint/support – clerk move \$600 to line item 215-861 education/training

Line item: 253-730 – Computer maint/support - treasurer move \$100 to line item 253-860 membership/mileage

Line item: 265-740 – Repairs move \$1000 to line item 265-923 water/sewer

Line item: 371-730 – Computer maint/support – bldg. move \$200 to line item 371-921 telephone

Line item: 794-724 – Computer maint/support – seniors move \$200 to line item 794-771 bingo/crafts/picnic

Line item: 794-719 – Wages senior director move \$500 to line item 794-812 tickets – senior center

Line item: 794-719 – Wages senior director move \$500 to line item 794-920 utilities – senior center

Ayes: Smith, Goetzinger, LeMieux, Swiacki, Paterek

Motion CARRIED

DTE efficiency program – township hall: Goetzinger moved Swiacki seconded to move forward with energy efficient LED lighting at a cost of \$2,575 for the township hall.

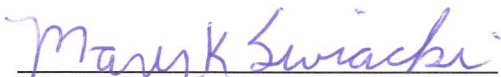
Ayes: Smith, Paterek, Goetzinger, LeMieux, Swiacki

Motion CARRIED

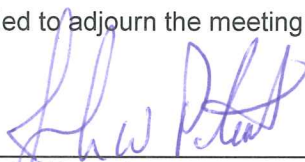
PUBLIC COMMENT: Camille Finlay, Beth Abercrombie.

ADJOURNMENT: Swiacki moved LeMieux seconded to adjourn the meeting at 8:17 p.m.

Motion CARRIED



Mary K. Swiacki
Armada Township Clerk



John Paterek
Supervisor

Published: 2.19.14