

REGULAR MEETING

CALL TO ORDER: Supervisor Paterek called the meeting to order at 7 p.m.

MEMBERS PRESENT: Murray, Goetzinger, Job, Paterek, Swiacki

MEMBERS ABSENT: None

SET/AMEND AGENDA: Motion by Swiacki seconded by Murray to approve the agenda as presented.

Motion CARRIED

PUBLIC COMMENTS: None

CONSENT AGENDA ITEMS:

(a) Approval of Minutes:

Regular Minutes October 11, 2023

(b) Current Bills totaling \$ 309,804.06

(c) Revenue and Expenditure Report

(d) Department Reports

Motion by Swiacki seconded by Murray to approve consent agenda items as presented.

All Ayes

Motion CARRIED

CORRESPONDENCE/INFORMATION:

Fire Chief Candidates: Trustees Goetzinger and Job met with representatives from EMPCO to discuss assessment testing for three fire chief candidates. On November 27 an orientation will take place for those candidates and December 11 will be the testing date.

UNFINISHED BUSINESS: None

NEW BUSINESS:

New Township Hall: The board discussed safety and other issues with the current hall. Supervisor will contact Spalding DeDecker regarding an approach on the property. A feasibility study was discussed.

Permission to Clean cemetery headstones at Hadley & Rose Hill: Motion by Swiacki seconded by Paterek to give permission to Kandie and Brian Mifflin to clean headstones at Hadley and Rose Hill for the Spring, Summer, early Fall of 2024.

All Ayes

Motion CARRIED

Procedures for Ordinance Enforcement "DRAFT": No action. Supervisor will forward the draft in Word to each board member for input.

Administrative Policies and Procedures Manual: The board discussed Section 4.6 Work Force Authorization. Trustee Job suggested changes. No action.

Revised Planning & Zoning Fee Schedule: Motion by Swiacki seconded by Murray to approve revised planning and zoning fee schedule as presented by adopting Resolution No. 2023-05 Armada Township Fee Schedule and to publish accordingly.

All Ayes

Motion CARRIED

Fire Department: Schedule of Fees for Life Safety Plan Reviews and Inspections: Motion by Swiacki seconded Job by to postpone until the next meeting.

All Ayes

Motion CARRIED

Staff Assistant – Job Description/Line item for budget:

Motion by Swiacki seconded by Job to approve job description as presented.

All Ayes

Motion CARRIED

Motion by Swiacki seconded by Paterek to approve budget amendment moving \$5,131 from GL# 101.446.801.000 Maintenance/Chloride Roads moving \$4,824 to GL# 101.267.704.000 – Staff Assistant, \$300 to GL# 101.267.721.000 FICA and \$70 to GL# 101.267.722.000 Medicare

All Ayes

Motion CARRIED

Blight Ordinance “DRAFT”: No action.

MTA Training Courses: Supervisor indicated that all board members should take the MTA online courses offered for Governing your fire department and Managing HR in the township. Supervisor will send a link for board members to sign up.

Code Enforcer Hire – Kyle Kallek: No action.

Regulatory Ordinances – Updates for 2015 Michigan Residential Building Code, 2015 Michigan Building Code (Commercial), 2017 Electrical Code, 2015 Mechanical Code and 2015 Plumbing Code.

Motion by Swiacki seconded by Paterek to adopt the following regulatory ordinances as presented and to publish accordingly:

- No. R2023-01 Armada Township Residential Code Ordinance
- No. R2023-02 Armada Township Electrical Code Ordinance
- No. R2023-03 Armada Township Mechanical Code Ordinance
- No. R2023-04 Armada Township Plumbing Code Ordinance
- No. R2023-05 Armada Township Building Code Ordinance

All Ayes

Motion CARRIED

PUBLIC COMMENT: BOARD MEMBERS: Trustee Job, Trustee Goetzinger, Treasurer Murray, Clerk Swiacki and Supervisor Paterek.

CLOSED SESSION: None

ADJOURNMENT: Motion by Paterek seconded by Job to adjourn the meeting at 8:09 p.m.

Motion CARRIED

Mary K. Swiacki, CMMC, MiPMC
Armada Township Clerk

John W. Paterek
Supervisor

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