

AURELIUS TOWNSHIP BOARD OF TRUSTEES
Regular Remote Meeting
Tuesday, January 12, 2021
MINUTES

The Aurelius Township Board met in regular remote session on Tuesday, January 12, 2021, through Zoom software.

Board members attending: Ayres, Groh, Silsby, Malcangi and Waltz

Members Absent: None

Others attending: Josh Simmons, Seth Koches

The regular meeting was called to order by Supervisor Silsby at 7:00 p.m. All attending joined in the pledge to the United States flag.

Consent Agenda

Board Meeting Minutes of December 8, 2020 were reviewed for approval.

Expenses were reviewed for approval in the amount of \$27,707.33 covered by vouchers: Payroll Fund: Checks #17411 - #17429, and 1 EFT.
General Fund, Fire Fund, Street Light Fund: Checks#17430 - #17454.

Motion made by Member Waltz and seconded by Member Malcangi to approve consent agenda with a correction. Vote: Ayes: Ayres, Groh, Malcangi, Silsby and Waltz. Nays: None. Absent: None. Motion carried.

Public Comment

None

Set Agenda

Unfinished Business

Dan Plyler has double billed township for inspections, done inspections late and has outstanding inspections to turn in. A spreadsheet of inspections was reviewed. A draft letter of notification to Mr. Plyler has been prepared by Members Ayres and Groh. Motion made by Member Malcangi and seconded by Member Waltz to approve letter of expectations. Vote: Ayes: Ayres, Groh, Malcangi, Silsby, Waltz. Nays: None. Absent: None. Motion Carried.

Motion made by Member Groh and seconded by Member Malcangi to send letter certified to Mr. Plyler. Vote: Ayes: Ayres, Groh, Malcangi, Silsby, Waltz. Nays: None. Absent: None. Motion Carried.

Motion made by Member Groh to pay Member Ayres for 20 hours of additional work for issue with Mechanical Inspector. Ayres declined pay and instead requested Silsby assist with correction of the issue with Mr. Plyler. Motion died for compensation.

Reorganization of Building Department is in process. Information is being gathered.

Letters sent from Administrative Assistant should be form letters or letters signed by township officials. Silsby will speak with Administrative Assistant.

Jeremy Shepard has applied for a permit to build a new structure. Groh discussed recouping legal fees for code enforcement for clean-up. Attorney Seth Koches will review court order. Silsby will send Mr. Koches the information. The township has an uncashed check for \$20.00 from Mr. Shepard. Mr. Koches advised waiting until he has reviewed court order before cashing. If the court has ordered payment a lien may be put on the property for repayment if it is sold.

Precision Plant is operating a business from Gary Haynes property on Onondaga Road. The property is in PA116 and there is no Special Use Permit (SUP). Mr. Koches advised reporting the matter to the State of Michigan (MDARD) and if they have no issue with it then township could require a SUP. A requirement of approval will be notification to MDARD. If not applying for SUP the matter could be taken to court. Mr. Koches will look into matter further.

One property was cleaned up that had junk cars violation. 123 S. Aurelius was referred to Attorney Koches. A citation booklet has been given to Member Silsby. A citation should be given to property owner and filed in court. Court will require owner to appear and pass judgement. Pictures should be taken on date citation is issued. Mr. Koches will check with court to see what the timeframe needs to be.

Silsby reported nothing is happening on the property where there was sandmining. The process was shut down by the Drain Commission.

Zoning Administrator Posting will have generic application added to it and then it will be sent to the Michigan Townships Association list serve.

New Business

Budget training is available through Michigan Townships Association for anyone interested.

No report received from Ingham County Sheriff.

Next meeting of the Planning Commission is January 19, 2021. The new yearly schedule will be discussed then.

Emergency Medical Service contract renewal with Eaton Sparrow has been received with an increase from \$1665 to \$1832 for each of the next three years. Member Groh moved to table matter until further review and was seconded by Member Waltz. Silsby will check into matter. Vote: Ayes: Ayres, Groh, Malcangi, Silsby, Waltz. Nays: None. Absent: None. Motion Carried.

Motion made by Ayres to approve .56 IRS amount for mileage reimbursement. Groh seconded. Vote: Ayes: Ayres, Groh, Malcangi, Silsby, Waltz. Nays: None. Absent: None. Motion Carried.

Member Silsby motioned to approved Interlocal Agreement for Ingham County to Approve Designate Assessor resolution and was seconded by Waltz. Vote: Ayes: Ayres, Groh, Malcangi, Silsby, Waltz. Nays: None. Absent: None. Motion Carried.

Poverty Exemption resolution was discussed and Member Groh motioned to approve exemption at 150 percent over the federal guideline. Waltz seconded. Vote: Ayes: Ayres, Groh, Malcangi, Silsby, Waltz. Nays: None. Absent: None. Motion Carried.

We currently have only one Notary in the township office and that certification will soon expire. Attorney Koches has verified that it is not required for township to provide the service. The Clerk needs notary certification for elections. Groh motioned to approve doing notary service for township business only and discontinue service for residents effective April 13, 2021. Malcangi seconded. Vote: Ayes: Ayres, Groh, Malcangi, Silsby, Waltz. Nays: None. Absent: None. Motion Carried.

Mandatory Board of Review training will be required by December of 2021.

Budget Amendments as attached were presented by Silsby. Member Waltz motioned to approve and seconded by Silsby. Vote: Ayes: Ayres, Groh, Malcangi, Silsby, Waltz. Nays: None. Absent: None. Motion Carried.

Member Malcangi discussed having new budget completed by March 31, 2021.

Correspondence from Mount Hope Monument Company with gift cards was received. The gift will be returned by Clerk Ayres.

Board Reports

Supervisor Silsby gave the building reports.

Assessor Assistant Simmons reported new construction inspections have been completed for the year and are being entered into system.

Clerk Ayres reported on participating in the state Risk Limiting Audits and the procedural election audits. She also has been working with BS&A and Siegfried and Crandall to update the Chart of Accounts and will be sending W2 and 1099 forms by end of the month. Clerk provided Balance Sheet.

Treasurer Groh provided the Cash Report with a balance of \$788,462.82 and the quarterly investment balance of \$620,043.03. Draft Position Description for Glenna Droscha Grounds Keeper was reviewed. Groh requested input from board members.

Silsby asked if there was a Position Description for the Columbia Creek Grounds Keeper and Groh stated that Silsby could write one if required. Groh motioned for Supervisor as moderator to set up virtual meetings. Silsby stated if he has to arrange meeting there may not be a meeting. Member Malcangi seconded motion. Vote: Ayes: Ayres, Groh, Malcangi, Waltz. Nays: None. Absent: None. Motion Carried. Groh motioned to purchase necessary equipment to conduct visual and audio meeting virtually and was seconded by Waltz. Vote: Ayes: Ayres, Groh, Malcangi, Silsby, Waltz. Nays: None. Absent: None. Motion Carried.

Trustee Waltz reported putting up No Trespassing Signs with Trustee Malcangi on the Aurelius Road vacant houses.

Public Comment

None

Meeting adjourned at 10:19 p.m.

Respectfully submitted by:

Tracy Ayres, Clerk
Aurelius Township