

AURELIUS TOWNSHIP BOARD OF TRUSTEES
Regular Meeting
Tuesday, June 9, 2020
MINUTES

The Aurelius Township Board met in regular session on Tuesday, June 9, 2020, at the Aurelius Township Hall, 1939 S. Aurelius Road, Mason, Michigan.

Board members present: Ayres, Droscha, Groh, Silsby and Malcangi.

Members Absent: None

Others Present: None

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

Consent Agenda

Board Meeting Minutes of May 12, 2020, were reviewed for approval.

Expenses were reviewed for approval in the amount of \$29,241.79 covered by vouchers: Payroll Fund: Checks #17059 - #17070, and 1 EFT.

General Fund, Fire Fund, Street Light Fund: Checks #17071 - #17095.

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

Public Comment

None

Unfinished Business

Glenna Droscha Park restroom signs will cost \$25.00 each. Motion made by Member Ayres and seconded by Member Malcangi to approve order. Vote: Ayes: Ayres, Droscha, Groh, Malcangi, and Silsby. Nays: None. Absent: None. Motion carried.

Glenna Droscha Park restrooms will reopen on June 22 unless there are executive order changes. Library staff has been assigned a separate restroom that will be closed to public. An entry screening will be used daily. Office staff will eat lunch at desks to keep distance. Plastic curtains will be used at front counter. Inspectors should only use employee entrance. Tape will be placed on floors to show 6 foot distance. Library will do additional high touch area cleaning in their area. Member Droscha motioned to approve COVID-19 Preparedness and Response Plan with a reopen date of June 22, 2020 and was seconded by Member Malcangi. Vote: Ayes: Ayres, Droscha, Groh, Malcangi, and Silsby. Nays: None. Absent: None. Motion carried.

Motion by Member Malcangi and seconded by Silsby to approve Daily COVID-19 Accommodations Effective June 22, 2020. Vote: Ayes: Ayres, Droscha, Groh, Malcangi, and Silsby. Nays: None. Absent: None. Motion carried.

New Business

Refuse contract was not received. Cost of service and resident participation was discussed. Clerk will check to see if a one year contract is available.

Member Ayres presented a fire bill for the Mahlich family that lost their home. Insurance paid \$500. Member Droscha motioned to accept \$500 as payment in full and was seconded by Member Malcangi. Vote: Ayes: Ayres, Droscha, Groh, Malcangi, and Silsby. Nays: None. Absent: None. Motion carried.

Employment handbook update for office employees was discussed. An additional handbook will be made for Inspectors and other township employees.

Member Ayres requested a recommendation for 15 hours of vacation pay or additional days for Administrative Assistance due to COVID-19. Motion made by Member Silsby and Seconded by Member Droscha. Vote: Ayes: Ayres, Droscha, Groh, Malcangi, and Silsby. Nays: None. Absent: None. Motion carried.

To save money on office supplies 20 pound paper will be used unless there is a special project, Township will no longer supply table paper for Hall renters, lawn mowing will be done only once per week. Member Droscha will sell the Township owned portable generator stored at Silsby's through the Sheridan consignment sale. Municode service for \$950 per year was discussed.

Freedom Of Information Act requests need to be kept for one year. All requests for records are FOIA requests and need to be answered by the FOIA Coordinator.

Hall Rentals will remain on hold until the July 14, 2020 Board of Trustees meeting.

Assessor Simmons had trouble working remotely last week because his shared station was turned off by the Supervisor. Access has been reconnected on a different station.

Zoning Administrator reported letters went out to property owners for sign and trash violations. Responsibility for processing of building permit applications was discussed. More information is needed and will be discussed at next meeting.

Timesheets are turned in at the end of the month by Building Inspectors. Mechanical Inspector is not turning his timesheets in as requested. Member Silsby will speak with him.

Road Improvements agreement was discussed. \$25,000 match to pave Bunker – Aurelius to Eifert. Chip-sealing recommended for Edgar Road, Plains to Barnes Roads, 1 mile, Curtice Road, Waverly to Gale Roads, 1 mile. Kingman Road to have recommended spot maintenance free in lieu of chip-sealing it this year. Motion made by Member Groh to approve improvements and seconded by member Droscha. Vote: Ayes: Ayres, Droscha, Groh, Malcangi, and Silsby. Nays: None. Absent: None. Motion carried.

Member Silsby shared correspondence from WOW reporting rate increases.

Board Reports

Supervisor Silsby reported township five year sanitary survey was conducted by the Health Department and we passed. He also reported title search on Searing property cannot be done until Searings return the form.

Clerk Ayres provided the Balance Sheet report and reported she has already received 250 Absent Voter Ballot requests and new Absent Voting Counting Board tabulator is on the way.

Treasurer Groh gave the cash report of \$707,668.34 and reported on the parks and trails signs being installed. Trustee Malcangi stated sign was put in front of Boy Scout installed sign. Groh stated Johnson Signs will make correction. Member Malcangi will mark the place to put the old sign on the hill next to the road. Groh reported attending meeting at Dart Bank to discuss electronic transfers. The monthly fees were to costly. Groh reported Columbia Lakes HOA is still looking at costs for new well. Groh reported the township will be getting a refund for the Park Plan Preparation.

Public Comment

None.

Meeting adjourned at 9:14 p.m.

Respectfully submitted by:

Tracy Ayres, Clerk
Aurelius Township