

AURELIUS TOWNSHIP BOARD OF TRUSTEES
Regular Remote Meeting
Tuesday, December 8, 2020
MINUTES

The Aurelius Township Board met in regular remotion session on Tuesday, December 8, 2020, through TEAMS 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 7:12 p.m. All attending joined in the pledge to the United States flag.

Consent Agenda

Board Meeting Minutes of November 11, 2020 were reviewed for approval.

Expenses were reviewed for approval in the amount of \$36,301.26 covered by vouchers: Payroll Fund: Checks #17338 - #17368, and 1 EFT.

General Fund, Fire Fund, Street Light Fund: Checks#17369 - #17410.

Motion made by Member Ayres and seconded by Member Malcangi to approve consent agenda with addition to minutes of comment by Silsby that he wanted more time to review Building Official compensation information. Vote: Ayes: Ayres, Groh, Malcangi, Silsby and Waltz. Nays: None. Absent: None. Motion carried.

Public Comment

None

Set Agenda

Unfinished Business

Building Inspector pay going to \$60 flat fee versus the current \$45 plus mileage rate was discussed. The increase was not budgeted for. Increase will be considered at budget time for new fiscal year. Motion made by Member Silsby and seconded by Member Waltz to move decision to budget meeting. Vote: Ayes: Ayres, Groh, Malcangi, Silsby and Waltz. Nays: None. Absent: None. Motion carried.

Inspection reports for Mechanical Inspector were reviewed. 26 inspections have not been submitted by inspector dating back to 2017. Attorney Koches advised discussing with inspector and having him agree in writing to expectations and if inspector will not sign then take the next step. Member Silsby will speak with Inspector about list to see if inspections were completed.

Member Groh motioned to have Silsby and Rakich meet with Inspector requiring inspections be completed within next 33 days and put it in writing and have Inspector sign it. Motion seconded by Member Waltz. Vote: Ayes: Ayres, Groh, Malcangi, Silsby and Waltz. Nays: None. Absent: None. Motion carried.

Member Groh asked for a Building Program Reorganization update. Member Silsby stated it was reorganized. Groh stated board has not seen anything in writing and a

procedure manual needs to be created. Ayres recommended Building Department correspondence be form letters or letters signed by Building Official or Supervisor instead of Administrative Assistant. Permit reports were provided by Silsby with 16 permits issued.

Motion made by Member Waltz and seconded by Member Malcangi to approve Zoning Administrator Job Description. Vote: Ayes: Ayres, Groh, Malcangi, Silsby and Waltz. Nays: None. Absent: None. Motion carried.

Motion made by Member Groh and seconded by Malcangi to continue to pay Larry Silsby as Zoning Administrator on a month by month basis. Vote: Ayes: Ayres, Groh, Malcangi, and Waltz. Nays: None. Absent: None. Abstained: Silsby. Motion carried.

Motion made to post Zoning Administrator job opening for 30 days and send applications every two weeks to board members made by Member Groh and seconded by Member Ayres. Vote: Ayes: Ayres, Groh, Malcangi, Silsby and Waltz. Nays: None. Absent: None. Motion carried.

New Business

Ingham County Sheriff written report was received from Officer Ted Harrison. Eleven calls for service were answered for Aurelius Township.

Assessing Quarterly report was received from Josh Simmons, Assistant Assessor. Assessing office is working on New Building inspections and equalization ratios have been received from Ingham County. Simmons will work on poverty exemption resolution with Clerk. Written report attached.

WOW contract renewal came with 3% fee. Attorney Koches explained 5% was now allowed and most township were agreeing to 5%. Motion made by Member Groh and seconded by Member Ayres to approve contract resolution at 5%. Vote: Ayes: Ayres, Groh, Malcangi, and Waltz. Nays: Silsby. Absent: None. Motion carried.

Planning Commission vacancy appointment candidates Kaiser, Touquet, and Bennet were considered. Motion made by Member Silsby and seconded by Member Waltz to approve Lana Kaiser. Vote: Ayes: Ayres, Groh, Malcangi, Silsby and Waltz. Nays: None. Absent: None. Motion carried.

Motion made by Member Silsby and seconded by Member Malcangi to renew Planning Commission appointments for Iansiti and Raymond. Vote: Ayes: Ayres, Groh, Malcangi, Silsby and Waltz. Nays: None. Absent: None. Motion carried.

Motion made by Member Silsby to appoint Member Waltz to Board of Appeals and was seconded by Member Groh. Vote: Ayes: Ayres, Groh, Malcangi, and Silsby. Nays: None. Absent: None. Abstained: Waltz. Motion carried.

Motion made by Member Silsby and seconded by Member Groh to appoint D. Droscha, R. LaMere, T. Blauvelt and R. Cheney as alternate for Board of Review. Vote: Ayes: Ayres, Groh, Malcangi, Silsby and Waltz. Nays: None. Absent: None. Motion carried.

Glenna Droscha Park Custodian vacancy discussed. Brian Wilson offered to perform services. Member Malcangi motioned to approve \$200 per month pay for December

through March and \$400 per month for remaining eight months of the year and office orders all supplies. Motion seconded by Member Waltz. Vote: Ayes: Ayres, Groh, Malcangi, Silsby and Waltz. Nays: None. Absent: None. Motion carried.

Trustees will put "No Trespassing" signs in vacant houses on township property on Saturday.

Correspondence was review from Comcast regarding pricing and service changes. Letter received from resident Z. Zuk regarding Jehovah Witness activities in the community.

Board Reports

Supervisor Silsby reported receiving Email from Aurelius CADL branch regarding holiday activities and hours.

Clerk Ayres provided the Balance Sheet report and Expense and Revenue Report and reported a Principal Financial account notification.

Treasurer Groh provided the Cash Report with a balance of \$641,659.68.

Public Comment

Meeting adjourned at 9:48 p.m.

Respectfully submitted by:

Tracy Ayres, Clerk
Aurelius Township