

MANCHESTER TOWNSHIP  
Regular Board Meeting

Tuesday, August 11, 2020

Supervisor DeRossett called the teleconferenced regular meeting of the Township of Manchester to order at 7:00p.m.

**MEMBERS PRESENT:** Supervisor Gene DeRossett, Clerk Danell Proctor, Treasurer Laurie Carey, Trustee Lisa Moutinho, Trustee Ron Milkey, Trustee Mike Fusilier and Trustee John Seefeld.

**ALSO PRESENT:** Fire Chief Bill Scully, Sybil Kolon, Pat Vaillencourt, Kim Thompson, Krista Jarvis, Dawn Moore, Susan Sobourin

**ADDITIONS & DELETIONS TO AGENDA** Add to NB e) Planning Commission/Board Joint Meeting f) Ordinance Review Meeting g) Appointments to Zoning Board of Appeals h) Open House i) Meetings and to Department Report/Business f) Broadband. Motion Fusilier, seconded Moutinho to approve the agenda with changes. Ayes: All. **CARRIED.**

**ACCEPTANCE/APPROVAL OF VARIOUS MINUTES:** Board received the minutes of the regular meeting of 7/14/2020. Moved by Carey, seconded Seefeld to approve the minutes from the regular board meeting of 7/14/2020 as presented. Ayes: All. **CARRIED.** The board accepted the minutes from the Planning Commission 8/6/2020.

**OTHER MINUTES ON FILE:** Manchester Village Council

**TREASURER'S REPORT:** \$ 1,234,873.17. Motion Milkey, seconded Fusilier to accept Treasurers report. Ayes: Fusilier, Seefeld, Milkey, Proctor, Seefeld, Carey, Moutinho, DeRossett. **CARRIED.**

**PRESENTAION OF BILLS:** Bills to be paid \$21,570.39 from the General Fund and \$18,581.77 from General Fund for Building Repair Invoices. Motion Carey, seconded Seefeld to approve payment of bills from the General Fund for \$21,570.39. Ayes: Proctor, Milkey, Fusilier, Seefeld, DeRossett, Carey, Moutinho. **CARRIED.** Motion Fusilier, seconded Moutinho to approve payment of Building Repair Invoices from the General fund for \$18,581.77. Ayes: Milkey, DeRossett, Seefeld, Moutinho, Proctor, Carey, Fusilier. **CARRIED.**

**PUBLIC COMMENT:** Sybil Kolon

**FIRE DEPARTMENT:**

- a) Fire Department Activity Report: On file.
- b) Fire Chiefs Report. Accepted. Motion Carey, seconded Moutinho to purchase new computer for Fire Department for \$1,807.00 to be paid from account 101-336-863-000. Ayes: Carey, DeRossett, Seefeld, Proctor, Moutinho, Fusilier, Milkey. **CARRIED.**

**DEPARTMENT REPORTS/BUSINESS:**

- a) ZONING ADMINISTRATOR: Report on File.
- b) PLANNING COMMISSION: Report Given.
- c) SUPERVISOR: Report Given.
- d) FACILITIES-BUILDING/GROUNDS: Report Given.
- e) BOARDS/MEETINGS: SWWCOG August 26, 2020 at Freedom Township 7:00 pm
- f) BROADBAND: Broadband task force continues to work on internet for the underserved in the county. In the process of doing a Pre-Engineering Study.

**NEW BUSINESS:**

- a) Reynolds Cemetery Tree Removal. Motion DeRossett, seconded Milkey to approve bid from Rich Lutton for \$1,150.00 to remove a multi-trunk tree in Reynolds Cemetery that has split and could damage several headstones if falls. Ayes: Seefeld, Moutinho, Carey, Fusilier, Proctor, Milkey, DeRossett. **CARRIED.**
- b) 2020 Manchester Township Second Agreement – Washtenaw County Road Commission. Motion DeRossett, seconded Moutinho to approve 2020 Manchester Township Second Agreement with Washtenaw County Road Commission for repairs on North Drive in the amount of \$5,050.00. Ayes: Moutinho, Milkey, Seefeld, Fusilier, Proctor, DeRossett, Carey. **CARRIED.**
- c) Short Term Rentals. Planning Commission Mike Walter would like some more clarification from our Attorney regarding Short Term Rentals.
- d) August 4, 2020 Election. Proctor gave an update on the August 4, 2020 Primary Election.
- e) Planning Commission/Township Board Meeting. The Planning Commission and the Township Board will have a Joint Workshop Meeting on Thursday, September 3, 2020 at 7:00 p.m. before the monthly Planning Commission Meeting.
- f) Ordinance Review Meeting. Discussion on having (3) board members, Mike Walter Chair of Planning Commission and Carl Macomber Zoning Administrator meet with the Township Attorney, William Fahey to review our ordinance.
- g) Appointments to Zoning Board of Appeals. Tabled
- h) Open House. Moutinho suggested having an Open House for the public to allow residents to come and see the building and what has been done since the damage to the building on May 10, 2020. Will wait and see what happens with COVID-19 with in person gatherings.
- i) Alternate Meeting Plans. Would like to find a way so that we are able to meet in person for our monthly meetings. Possibly having it in the parking lot or at a park.

**OTHER BUSINESS:**

- a) Update on Building Repairs. Nearing completion. Some small items need to be finished. Received new bid on landscaping for the front of the building only. Motion Milkey, seconded DeRossett to accept bid from McLennan Landscape for \$5,443.75 for the landscaping for the front of the building. Ayes: DeRossett, Carey, Moutinho, Milkey, Seefeld, Fusilier, Proctor. **CARRIED.**
- b) Village of Manchester. Nothing to report.
- c) Communication Policy. Moutinho had presented a Communication Policy to board at our March 2020 meeting. Motion Milkey, seconded Moutinho to approve Communication Policy as presented with changes to #1 deleted: At no time should a private, non-township email address be used to communicate about official township business. Ayes: Milkey, Seefeld, Proctor, DeRossett, Fusilier, Carey, Moutinho. **CARRIED.**

**PUBLIC COMMENT:** Pat Vaillencourt, Susan Sabourin

**CORRESPONDENCE:**

- a) Washtenaw County Road Commission Staff & Monthly Report

**ADJOURNMENT:**

Moved by Milkey, seconded Seefeld to Adjourn. Voice vote: Ayes: all. **CARRIED.**  
Meeting Adjourned at 8:44 p.m.

Danell Proctor, Clerk  
Approved: September 8,  
2020