

MANCHESTER TOWNSHIP  
Regular Board Meeting

Tuesday, July 14, 2020

Supervisor DeRossett called the 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, Don Steele, Sybil Kolon, Pat Vaillencourt, Kim Thompson

**ADDITIONS & DELETIONS TO AGENDA** Add to OB c) Communication Policy d) County Parks & Recreation e) Dale Fisher Book. Motion Milkey, seconded Seefeld to approve the agenda with changes. Ayes: All. **CARRIED.**

**ACCEPTANCE/APPROVAL OF VARIOUS MINUTES:** Board received the minutes of the regular meeting of 6/9/2020, Budget Workshop 6/22/2020 and Special Meeting 6/29/2020. Moved by Seefeld, seconded Moutinho to approve the minutes from the regular board meeting of 6/9/2020, Budget Workshop 6/22/2020 and Special Meeting 6/29/2020 as presented. Ayes: All. **CARRIED.** The board accepted the minutes from the Planning Commission 7/9/2020.

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

**TREASURER'S REPORT:** \$ 1,290,655.19. Motion Fusilier, seconded Moutinho to accept Treasurers report. Ayes: Fusilier, Seefeld, Milkey, Proctor, Seefeld, Carey, Moutinho, DeRossett. **CARRIED.**

**PRESENTAION OF BILLS:** Bills to be paid \$21,412.30 from the General Fund and \$11,675.17 from General Fund for Building Repair Invoices. \$5,473.82 from Road Improvement Fund.

Motion Carey, seconded Moutinho to approve payment of bills from the General Fund for \$21,412.30. Ayes: Proctor, Milkey, Fusilier, Seefeld, DeRossett, Carey, Moutinho.

**CARRIED.** Motion Milkey, seconded Carey to approve payment of Building Repair Invoices from the General fund for \$11,675.17. Ayes: Milkey, DeRossett, Seefeld, Moutinho, Proctor, Carey, Fusilier. **CARRIED.** Motion DeRossett, seconded Seefeld to approve payment from Road Improvement Fund for \$5,473.82. Ayes: Carey, Fusilier, Milkey, Proctor, Seefeld, Moutinho, DeRossett. **CARRIED.**

**PUBLIC COMMENT:** None

**FIRE DEPARTMENT:**

- a) Fire Department Activity Report: On file.
- b) Fire Chiefs Report. Accepted.

**DEPARTMENT REPORTS/BUSINESS:**

- a) ZONING ADMINISTRATOR: Report on File.
- b) PLANNING COMMISSION: Report Given.
- c) SUPERVISOR: Report Given.
- d) FACILITIES-BUILDING/GROUNDS: No Report
- e) BOARDS/MEETINGS: SWWCOG Wednesday, August 26, 2020 at 7:00 pm at Freedom Township Hall.

**NEW BUSINESS:**

- a) Meeting Dates for 2020-2021. Motion Milkey, seconded Fusilier to approve Manchester Township Board Meetings to be held the second Tuesday of the month at 7:00 p.m. and the Budget Workshop Monday, June 14, 2021 and Budget Hearing Monday, June 21, 2021 at 7:00 p.m. Ayes: All. **CARRIED.**

**Manchester Township Board Regular Meeting Schedule**

**July 1, 2020 through June 30, 2021**

|                   |                  |
|-------------------|------------------|
| July 14, 2020     | January 12, 2021 |
| August 11, 2020   | February 9, 2021 |
| September 8, 2020 | March 9, 2021    |
| October 13, 2020  | April 13, 2021   |
| November 9, 2020  | May 11, 2021     |
| December 8, 2020  | June 8, 2021     |

**Meeting Time: 7:00 P.M.**

Budget Workshop: June 14, 2020

Budget Hearing: June 21, 2020

**Meeting Time: 7:00 P.M.**

**Please note:** All items to be placed on the agenda must be submitted to the township clerk before 9:00 a.m. on the Wednesday immediately before the meeting date.

- b) Set Wages for Non-Elected Employees. Motion Fusilier, seconded Seefeld to not make any changes to the Wages for Non-Elected Employees. Ayes: Carey, Fusilier, Moutinho, Seefeld, Proctor, DeRossett, Milkey. **CARRIED.**
- c) Appoint Township Attorney, Auditor, Bank’s & Newspaper of Record. Motion Moutinho, seconded Milkey to appoint William Fahey as Township Attorney, PSLZ LLP as Township Auditor, Old National Bank, Level One and Huntington as Township Bank’s and The Manchester Mirror as Newspaper of Record. Ayes: Milkey, Fusilier, Seefeld, Moutinho, DeRossett, Proctor, Carey. **CARRIED.**
- d) Email Addresses. Discussion on getting new email addresses or keep what we have. Decision to keep what we have. Will look into Distribution List to use when sending out emails to the board.
- e) Re-Appoint Gary Sequin as Representative of Manchester Township to Manchester District Library Board July 2020-2024. Motion DeRossett, seconded Carey to re-appoint Gary Sequin as Representative of Manchester Township to Manchester District Library Board July 2020- July 2024. Ayes: Moutinho, DeRossett, Milkey Fusilier, Carey, Proctor, Seefeld. **CARRIED.**

**OTHER BUSINESS:**

- a) Update on Building Repairs. The generator was installed and working. Milkey gave an update on repairs to the damage from the accident on May 10, 2020. Milkey to get (2) additional quotes for landscaping since it is not covered by our insurance.
- b) Village of Manchester. Nothing to report.
- c) Communication Policy. Moutinho ad worked on a Communication Policy in March of 2020 and then Covid-19 happened and was put aside. Will get copies to all board members to discuss at our August meeting.
- d) County Parks & Recreation. (2) positions open on County Parks & Recreation if anyone knows of anyone that would be interested.
- e) Dale Fisher Book. DeRossett to have Dale Fisher send an invoice for the \$800.00 that was approved at our January 14, 2020 meeting.

**PUBLIC COMMENT:** Sybil Kolon, Pat Vaillencourt

**CORRESPONDENCE:**

- a) Washtenaw County Road Commission Staff & Monthly Report

**ADJOURNMENT:**

Moved by Milkey, seconded Fusilier to Adjourn. Voice vote: Ayes: all. **CARRIED.**  
Meeting Adjourned at 8:17 p.m.

Danell Proctor, Clerk  
Approved: August 11, 2020