

MANCHESTER TOWNSHIP  
Regular Board Meeting

Tuesday, May 14, 2019

Supervisor DeRossett called the meeting to order at 7:00p.m.

**Pledge of Allegiance**

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

**ALSO PRESENT:** Fire Chief Bill Scully along with other guests.

**ADDITIONS & DELETIONS TO AGENDA:** Add to NB g) Lawn Mowing Bids, Fire Department c) Manchester Township Fire/Rescue Protection Contract, OB c) Road Funding Business Opportunity d) List Serve. Motion Milkey, seconded Seefeld to accept agenda with changes. Ayes: All. **CARRIED.**

**ACCEPTANCE/APPROVAL OF VARIOUS MINUTES:** Board received the minutes of the regular meeting of 4/9/19. Moved by Moutinho, seconded Carey to approve the minutes from the regular board meeting of 4/9/19 as presented. Ayes: All. **CARRIED.** The board accepted the minutes from Planning Commission of 4/4/19 and 5/2/19 and Fire Department minutes of 4/24/19.

**OTHER MINUTES ON FILE:** Manchester Village Council and Manchester Village Citizens Advisory Committee

**TREASURER'S REPORT:** Payroll, Checking & Savings - \$1,205,624.28. Motion Milkey, seconded Seefeld to accept Treasurers report. Ayes: All. **CARRIED.**

**PRESENTAION OF BILLS:** Bills to be paid \$21,041.83 from the General Fund. Motion Seefeld, seconded Carey to approve payment of bills from the General Fund for \$21,041.83. Ayes: Proctor, Moutinho, Milkey, Carey, DeRossett, Seefeld. **CARRIED.**

**PUBLIC COMMENT:** Elizabeth Beaudion

**FIRE DEPARTMENT:**

- a) Fire Department Activity Report: Report on file.
- b) Fire Chiefs Report. Accepted.
- c) Manchester Township Fire/Rescue Protection Contract. Motion Carey, seconded Moutinho to approve the Manchester Township Fire/Rescue Protection Contract with the changes to item 11. Ayes: Seefeld, Moutinho, Carey, Milkey, Proctor, DeRossett. **CARRIED.** Motion DeRossett, seconded Seefeld to increase the Equipment Fund contribution from \$80,000.00 to \$90,000.00 per year and the Special Housing Fund contribution to remain at \$8,000.00 per year. Ayes: Carey, Moutinho, Milkey, Seefeld, Proctor, DeRossett. **CARRIED.**

**DEPARTMENT REPORTS/BUSINESS:**

- a) ZONING ADMINISTRATOR: Report Given.
- b) PLANNING COMMISSION: Report Given.
- c) SUPERVISOR: Report Given.
- d) FACILITIES-BUILDING/GROUNDS: No Report.
- e) BOARDS/MEETINGS:

**NEW BUSINESS:**

- a) Washtenaw County Road Commission Second Agreement. Motion Moutinho, seconded DeRosset to accept 2019 Manchester Township Second Agreement with the Washtenaw County Road Commission for Buss Road, Sharon Hollow Road to Jackson County Line for \$30,250.00. Ayes: Seefeld, Moutinho, Milkey, Carey, DeRossett, Proctor. **CARRIED.**
- b) Public Summary of FOIA Procedures and Guidelines Policy #2019-001. Motion DeRossett, seconded Carey to approve Public Summary of FOIA Procedures and Guidelines Policy #2019-001. Ayes: Carey, Proctor, Milkey, DeRossett, Seefeld, Moutinho. **CARRIED.**
- c) FOIA Procedures and Guidelines Policy #2019-001. Motion DeRossett, seconded Milkey approve FOIA Procedures and Guidelines Policy #2019-001. Ayes: Milkey, Seefeld, DeRossett, Carey, Moutinho, Proctor. **CARRIED.**
- d) Policy for Public Inspection of Records Policy #2019-002. Motion DeRossett, Seconded Carey to approve Policy for Public Inspection of Records Policy #2019-002. Ayes: DeRossett, Proctor, Milkey, Carey, Seefeld, Moutinho. **CARRIED.**
- e) Board Workshops. Motion Moutinho, seconded Milkey to hold a Board Workshop Working Meeting on Saturday, June 1, 2019 from 9:00 am to 11:00 am in the Township Meeting Room. Ayes: All. **CARRIED.**
- f) "Small-Cell" Wireless Communication Facilities. Tabled till June 11, 2019 meeting.
- g) Lawn Mowing Bids. Motion Milkey, Seconded Seefeld to approve lawn mowing bid from T&N Service Inc. Ayes: Seefeld, Carey, Proctor, DeRossett, Milkey, Moutinho. **CARRIED.**

**OTHER BUSINESS:**

- a) Village of Manchester. Milkey suggested to the board that the township think about designation funds to help with the construction of restrooms at Chi-Broil Park. Gene to ask Ron Mann to attend the June 4, 2019 meeting as a representative from the township at the Manchester Village Citizens Advisory Committee along with the other board members. Discussion on how the township wants to move forward with legal representation for the Village to City with regards to the fire department.
- b) Oak Grove Cemetery. Mike Tindall presented the board with cost to operate Oak Grove Cemetery. Mike will be at our June meeting with another update to the cost.
- c) Road Funding Business Opportunity. Moutinho informed the board that the county is looking into other ways to fund road improvements other than a millage.
- d) List Serve. Moutinho informed the board of a better way to keep informed of events happening using a List Serve. Carey to look into with I.T.Right.

**PUBLIC COMMENT:** Mike Tindall

**CORRESPONDENCE:**

- a) Washtenaw County Road Commission Staff & Monthly Report

**ADJOURNMENT:**

Moved by Milkey seconded Carey to Adjourn. Voice vote: Ayes: all. **CARRIED.**  
Meeting Adjourned at 8:45 p.m.

Danell Proctor, Clerk  
Approved: June 11, 2019