

MANCHESTER TOWNSHIP  
Regular Board Meeting

Tuesday, July 2, 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 Carl Macomber and Trustee Lisa Moutinho, Trustee John Seefeld.

**ALSO PRESENT:** Fire Chief Bill Scully.

**ADDITIONS & DELETIONS TO AGENDA:** Add to OB d) Senior Citizen Contract e) I.T. Right. Motion Milkey, seconded Moutinho to accept agenda with changes. Ayes: All. **CARRIED.**

**ACCEPTANCE/APPROVAL OF VARIOUS MINUTES:** Board received the minutes of the regular meeting of 6/11/19, Budget Workshop 6/17/19, Special Meeting 6/24/19 and Budget Public Hearing 6/24/19. Moved by Milkey, seconded Macomber to approve the minutes from the regular board meeting of 6/11/19, and Budget Workshop 6/17/19, Special Meeting 6/24/19 and Budget Public Hearing 6/24/19 as presented. Ayes: All. **CARRIED.** The board accepted the minutes from the Fire Department of 6/26/19.

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

**TREASURER'S REPORT:** Payroll, Checking & Savings - \$1,111,528.47. Motion Macomber, seconded Seefeld to accept Treasurers report. Ayes: Macomber, Seefeld, DeRossett, Carey, Moutinho, Milkey, Proctor, Seefeld. **CARRIED.**

**PRESENTAION OF BILLS:** Bills to be paid \$13,849.07 from the General Fund. Motion Moutinho, seconded Milkey to approve payment of bills from the General Fund for \$47,935.41. Ayes: Proctor, Moutinho, Milkey, Carey, DeRossett, Macomber, Seefeld. **CARRIED.**

**PUBLIC COMMENT:** None

**FIRE DEPARTMENT:**

- a) Fire Department Activity Report: Report on file.
- b) Fire Chiefs Report. Accepted. Motion DeRossett, seconded Milkey to approve the purchase of a new ice machine up to \$2,500.00 to be paid out of 216-000-977-000. Ayes: Milkey, Proctor, Macomber, Moutinho, Carey, Seefeld, DeRossett. **CARRIED.** Discussion on water rescue training and purchasing equipment. Fire Chief to get more information for the board to review.

**DEPARTMENT REPORTS/BUSINESS:**

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

**NEW BUSINESS:**

- a) Meeting Dates for 2019-2020. Motion DeRossett, seconded Milkey 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 22, 2019 and Budget Hearing Monday, June 29, 2019 at 7:00 p.m. Ayes: All. **CARRIED.**

**Manchester Township Board Regular Meeting Schedule**

**July 1, 2019 through June 30, 2020**

|                    |                   |
|--------------------|-------------------|
| July 2, 2019       | January 14, 2020  |
| August 13, 2019    | February 11, 2020 |
| September 10, 2019 | March 10, 2020    |
| October 8, 2019    | April 14, 2020    |
| November 12, 2019  | May 12, 2020      |
| December 10, 2019  | June 9, 2020      |

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

Budget Workshop: June 22, 2020

Budget Hearing: June 29, 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 Carey, seconded Proctor to increase the hourly wages of the firefighters at the 2.4% cost of living increase and the monthly Chief stipend to \$850.00 and Administrative Assistant stipend to \$450.00. Ayes: Carey, Macomber, Moutinho, Seefeld, Proctor, DeRossett, Milkey. **CARRIED.** Motion Seefeld, seconded Milkey to increase the hourly wages of non-elected employees at the 2.4% cost of living increase. Ayes: Proctor, Moutinho, Macomber, Carey, Seefeld, DeRossett, Milkey. **CARRIED.**
- c) Appoint Township Attorney, Auditor, Bank & Newspaper of Record. Motion DeRossett, seconded Moutinho to re-appoint Attorney Jesse O'Jack, Post, Smythe, Lutz and Ziel Auditors, Manchester Mirror Newspaper of Record and Old National Bank, Huntington, Ann Arbor State Bank for the 2019-2020 fiscal year. Ayes: Milkey, Seefeld, Macomber, Proctor, Moutinho, DeRossett, Carey. **CARRIED.**

**OTHER BUSINESS:**

- a) Oak Grove Cemetery. The township will meet with the board of Oak Grove Cemetery on July 23, 2109 at 7:00 p.m. at Emanuel Church. Motion Moutinho, seconded Carey to approve the expenditure up to \$500.00 for a title search for Oak Grove Cemetery to be paid out of 101-265-870. Ayes: Seefeld, DeRossett, Moutinho, Macomber, Proctor, Carey, Milkey. **CARRIED.**
- b) "Small Cell" Wireless Communication Facilities. Motion DeRossett, seconded Seefeld to adopt Resolution No. 19-08 A resolution to adopt an ordinance to amend the Manchester Township Zoning Ordinance to regulate "small-cell" wireless communication of facilities. Ayes: Carey, Moutinho, Milkey, Macomber, Proctor, DeRossett, Seefeld. **CARRIED.**
- c) Village of Manchester. Motion Moutinho, seconded Seefeld to direct Supervisor DeRossett to contact appropriate legal counsel to advise the board on Manchester Village becoming a city. Ayes: Proctor, DeRossett, Seefeld, Macomber, Carey, Moutinho, Milkey. **CARRIED.**
- d) Senior Citizen Contract. Motion Milkey, seconded Macomber to approve Senior Citizen Contract for fiscal year 2019-2020. Ayes: Proctor, Carey, DeRossett, Macomber, Seefeld, Moutinho, Milkey. **CARRIED.**
- e) I.T. Right. Tabled

**PUBLIC COMMENT:** Don Steele

**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 8:20 p.m.

Danell Proctor, Clerk  
Approved: August 13, 2019