

MANCHESTER TOWNSHIP  
Regular Board Meeting

Tuesday, October 12, 2021

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

**MEMBERS PRESENT:** Supervisor Ron Milkey, Clerk Danell Proctor, Treasurer Kim Thompson, Trustee Lisa Moutinho, Trustee Krista Jarvis, Trustee John Seefeld, Trustee Mike Fusilier.

**ALSO PRESENT:** Fire Chief Scully, Sybil Kolon, Dawn Moore

**ADDITIONS & DELETIONS TO AGENDA:** Motion Fusilier, seconded Seefeld to approve the agenda as amended. Ayes: All. **CARRIED.**

**ACCEPTANCE/APPROVAL OF VARIOUS MINUTES:** Board received the minutes of the regular meeting of 9/14/2021 and the special meeting of 9/24/2021. Moved by Thompson, seconded Moutinho to approve the minutes from the regular board meeting of 9/14/2021 and the special meeting of 9/24/2021 as presented. Ayes: All. **CARRIED.** The board accepted the minutes from the Planning Commission 10/7/2021, Public Hearing 10/7/2021 and Joint Planning Commission & Board minutes from 9/2/2021.

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

**TREASURER'S REPORT:** \$1,535,120.93. Motion Proctor, seconded Jarvis to accept Treasurer's report. Ayes: Jarvis, Thompson, Milkey, Moutinho, Seefeld, Proctor, Fusilier. **CARRIED.**

**PRESENTATION OF BILLS:** Bills to be paid \$25,757.89 from the General Fund. Motion Fusilier, seconded Seefeld to approve payment of bills from General Fund for \$25,757.89. Ayes: Moutinho, Fusilier, Proctor, Seefeld, Milkey, Jarvis, Thompson. **CARRIED.**

**PUBLIC COMMENT:** None

**FIRE DEPARTMENT:**

- a) Fire Department Activity Report: 37 Calls for the month of September. 417 calls this calendar year. 66 Burn Permits were issued in September.
- b) Fire Chiefs Report. Accepted. The monthly officer's meeting and membership training was held in September. The iPads in the trucks have been replaced with tablets with no cost to the township. Firefighter Lindemann has started firefighter class. Chief Scully attended the Freedom Township Public Safety Event on 9/18/2021. Estimated completion date of the new fire engine is March 31, 2022. Chief Scully presented the board with a letter to terminate the employment of Jerimiah Bryant due to lack of making calls. Motion Moutinho, seconded Seefeld to terminate employment of Jerimiah Bryant due to lack of making calls. Ayes: All. **CARRIED.**
- c) Resolution No. 21-17 "Resolution for Par Plan Grant Fall 2021". Motion Moutinho, seconded Thompson to adopt Resolution No. 21-17 "Resolution for Par Plan Grant Fall 2021". Ayes: Jarvis, Fusilier, Proctor, Milkey, Seefeld, Moutinho, Thompson. **CARRIED.**

- d) Resolve Mileage Issue Resolution No. 21-18 “General Fund Budget Amendment”. Motion Fusilier, seconded Seefeld to adopt Resolution No. 21-18 “General Fund Budget Amendment. Ayes: Fusilier, Milkey, Moutinho, Seefeld, Proctor, Thompson, Jarvis. **CARRIED.** Motion Seefeld, seconded Fusilier to pay Holly Horodecny \$2,268.65 for mileage reimbursement for travel to and from firefighter training October 2020 through March 2021. Ayes: Fusilier, Milkey, Moutinho, Seefeld, Proctor, Thompson, Jarvis. **CARRIED.**

**DEPARTMENT REPORTS/BUSINESS:**

- a) ZONING ADMINISTRATOR: Report on File. Six permits issued and two addresses assigned.
- b) PLANNING COMMISSION: Report Given. Public Hearing was held on October 7<sup>th</sup> meeting for AUD on Noggles Rd., discussing short term rentals, would like to continue to have the joint meetings 2 – 4 times a year. Manchester Township hosting SWWCOG Meeting on November 3, 2021.
- c) SUPERVISOR: Report Given. Wireless speaker system did not work as planned, Mike Walter working on a second option. Leonard Preserve Land Manager would like to use Oak Grove Cemetery for access to Leonard Preserve. Will invite her to come to our next meeting to present to the board how they will be using the cemetery. Recycle bins need to be moved by the end of the year. Discussion on having a high school student as a notetaker at our meetings. Fire Chief Scully asked if township would consider selling the fire siren as it is not in use.
- d) FACILITIES-BUILDING/GROUNDS: No Report
- e) BOARDS/MEETINGS: River Raising Watershed Council Fall Meeting October 28, 2021, at Lenawee Intermediate School District at 6:00 p.m. SWWCOG November 3, 2021, at Manchester Township 7:00 p.m.
- f) Broadband. Report Given. Next meeting is October 21, 2021
- g) Parks & Rec. No Report

**NEW BUSINESS:**

- a) Seal Coating of Parking Lot Bids. Three bids received for seal coating of the parking lot. Motion Proctor, seconded Moutinho to have Bostwick Company, Inc. seal coat the back parking lot for \$2,750.00. Ayes: Thompson, Jarvis, Fusilier, Milkey, Seefeld, Proctor, Moutinho. **CARRIED.**
- b) Manchester Township Master Plan Community Input Survey. Kim to work on survey to have ready for our new website launch on October 25, 2021.
- c) Appoint Committee to Recommend New Board and Commission Members. Motion Milkey, seconded Thompson to appoint Fusilier, Jarvis and Moutinho to the Committee to Recommend New Board and Commission Members. Ayes: All. **CARRIED.**
- d) Appoint Cemetery Committee. Motion Milkey, seconded Seefeld to appoint Mike Tindall, John Schaible, Kim Thompson, and Danell Proctor to the Cemetery Committee. Ayes: All. **CARRIED.**

**OTHER BUSINESS:**

- a) Village of Manchester. Nothing to report.
- b) Ordinance Violation Form. Jarvis presented the board with a copy of the violation form that she created. Will have on our new website on October 25, 2021.
- c) Cemetery Driveway & Porch Roof on Current Cemetery Storage Shed. Motion Seefeld, seconded Thompson to approve payment of \$2,500.00 to John Schaible for additional millings for Oak Grove Cemetery and \$1,806.41 to Mike Tindall for materials for new roof on lean-to on storage shed in Oak Grove Cemetery to be paid out of Oak Grove Cemetery Beautification Fund. Ayes: Thompson, Seefeld, Proctor, Fusilier, Jarvis, Moutinho, Milkey. **CARRIED.**
- d) Township Fee Schedule Revision. Motion Milkey, seconded Seefeld to approve the Township Fee Schedule Revision as presented and discussed. Ayes: Milkey, Seefeld, Proctor, Moutinho, Jarvis, Fusilier, Thompson. **CARRIED.**
- e) Cemetery Beautification Fund Policy. Motion Seefeld, seconded Proctor to adopt Cemetery Beautification Fund Policy as presented. Ayes: All. **CARRIED.**

**PUBLIC COMMENT:** None

**COMMENTS FROM BOARD MEMBERS.** Seefeld asked where there would be parking for the Watkins Lake Connecting Trail. Enjoyed the fire department articles in packet. Milkey updated board on Zoom Meeting held with website designer. New website will go live on October 25, 2021.

**CORRESPONDENCE:**

- a) Washtenaw County Road Commission Staff & Monthly Report
- b) What is Going On? Fire department recruitment efforts article.

**ADJOURNMENT:** Motion Thompson, seconded Fusilier to adjourn. Ayes: All. **CARRIED.**

Meeting Adjourned at 8:41 p.m.

Danell Proctor  
Clerk  
Approved: November 9,  
2021