

MANCHESTER TOWNSHIP
Regular Board Meeting

Tuesday, September 14, 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. Absent Trustee Mike Fusilier.

ALSO PRESENT: Fire Chief Scully and Harry Sabourin

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

ACCEPTANCE/APPROVAL OF VARIOUS MINUTES: Board received the minutes of the regular meeting of 8/17/2021 and the special meeting of 8/23/2021. Moved by Moutinho, seconded Thompson to approve the minutes from the regular board meeting of 8/17/2021 and the special meeting of 8/23/2021 as presented. Ayes: All. **CARRIED.** The board accepted the minutes from the Planning Commission 9/2/2021 and Joint Planning Commission minutes from 6/3/2021 & 9/2/2021.

OTHER MINUTES ON FILE: Manchester Village Council.

TREASURER'S REPORT: \$1,316,644.99. Motion Seefeld, seconded Jarvis to accept Treasurer's report. Ayes: Jarvis, Thompson, Milkey, Moutinho, Seefeld, Proctor. **CARRIED.**

PRESENTAION OF BILLS: Bills to be paid \$15,589.24 from the General Fund. Motion Seefeld, seconded Jarvis to approve payment of bills from General Fund for \$15,589.24. Ayes: Moutinho, Proctor, Seefeld, Milkey, Jarvis, Thompson. **CARRIED.**

PUBLIC COMMENT: None

FIRE DEPARTMENT:

- a) Fire Department Activity Report: 53 Calls for the month of August. 380 calls this calendar year. 58 Burn Permits were issued in August.
- b) Fire Chiefs Report. Accepted. The monthly officer's meeting and membership training was held in August. Discussion on transportation vehicle for firefighters. Chief Scully to get bids for a new vehicle. Request approval to hire Jason Lindemann as a probationary firefighter. Motion Milkey, seconded Seefeld to hire Jason Lindemann as a probationary firefighter, pending he passes the driving/background checks as well as a drug test. Ayes: All. **CARRIED.**

DEPARTMENT REPORTS/BUSINESS:

- a) ZONING ADMINISTRATOR: Report on File. Two permits issued and one address assigned. Issued one zoning violation.
- b) PLANNING COMMISSION: Report Given.
- c) SUPERVISOR: Report Given.
- d) FACILITIES-BUILDING/GROUNDS: Getting quotes for asphalt sealing on parking lot.
- e) BOARDS/MEETINGS: Jarvis attended Western Washtenaw Recycling meeting.
- f) Broadband. Report Given. Board of Commissioners meeting September 15, 2021.
- g) Parks & Rec. No Report

NEW BUSINESS:

- a) Oak Grove Cemetery Driveway. Motion Moutinho, seconded Seefeld to accept proposal from John Schaible Masonry to fix the drives in Oak Grove Cemetery for \$3,500.00 to be paid out of Capital Outlay. Ayes: Moutinho, Proctor, Milkey, Thompson, Seefeld, Jarvis. **CARRIED.**
- b) Appointing Manchester Township Residents to Various Boards, Committees and Commissions. Motion Moutinho, seconded Seefeld to adopt Appointing Manchester Township Residents to Various Boards, Committees and Commissions Guidelines. Ayes: All. **CARRIED.**
- c) Ordinance Violation Form. Tabled
- d) Township Fee Schedule Revision. Tabled

OTHER BUSINESS:

- a) Village of Manchester. Nothing to report.
- b) Computer Quote. Motion Jarvis, seconded Thompson to approve the purchase of four (4) laptops and Microsoft 365 for laptops at a cost of \$3,514.40 to be paid out of Capital Outlay. Ayes: Jarvis, Moutinho, Thompson, Milkey, Proctor, Seefeld. **CARRIED.**
- c) Website. Had a sample of a welcome to the township on our website. Will get one wrote up to have on our new website.

PUBLIC COMMENT:

COMMENTS FROM BOARD MEMBERS. Thompson reported to the board that she is working on putting a survey together for our residents.

CORRESPONDENCE:

- a) Washtenaw County Road Commission Staff & Monthly Report
- b) Manchester Area Cemeteries Veteran Flag Count/Distribution

ADJOURNMENT:

Meeting Adjourned at 8:50 p.m.

Danell Proctor
Clerk
Approved: October 12, 2021