

MANCHESTER TOWNSHIP
Regular Board Meeting
Tuesday, August 16, 2022

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 John Seefeld, Trustee Lisa Moutinho, Trustee Mike Fusilier, Trustee Krista Jarvis, Recording Secretary Brenda Bancroft.

ALSO PRESENT: Zoning Administrator Carl Macomber, Fire Chief Scully, Assistant Fire Chief Mike Kouba, Laura Gervick, Bill Gervick, Pam Wiseman, Todd Wiseman, Sybil Kolon, Carl Warner.

ADDITIONS & DELETIONS TO AGENDA:

Delete under New Business D: Bob Thompson.

Motion Fusilier, second Thompson to approve the agenda as amended. Ayes: Proctor, Milkey, Moutinho, Fusilier, Thompson, Seefeld, Jarvis. **CARRIED.**

ACCEPTANCE/APPROVAL OF VARIOUS MINUTES: Board received the minutes of the regular meeting of 7/12/2022.

Moved by Moutinho, second Thompson to approve the minutes from the regular board meeting of 7/12/2022 as presented. Ayes: Proctor, Milkey, Moutinho, Fusilier, Thompson, Seefeld, Jarvis. **CARRIED.**

Board accepted minutes from the Manchester Township Planning Commission – 08/04/2022 meeting.

OTHER MINUTES ON FILE: Manchester Village Council from 07/08/22 & 07/18/22, Manchester Village Council & Parks Commission from 07/18/22.

TREASURER'S REPORT: \$1,703,788.36

Motion Seefeld, second Fusilier to accept Treasurer's report. Ayes: Proctor, Milkey, Moutinho, Fusilier, Thompson, Seefeld. **CARRIED.**

PRESENTATION OF BILLS: Bills to be paid \$74,394.71 from the General Fund.

Motion Milkey, second Seefeld to approve payment of bills from General Fund for \$74,394.71. Ayes: Seefeld, Thompson, Moutinho, Milkey, Proctor, Fusilier, Jarvis. **CARRIED.**

Motion Milkey, second Proctor to approve the Beautification Fund invoice. Ayes: Seefeld, Thompson, Moutinho, Milkey, Proctor, Fusilier, Jarvis. **CARRIED**

PUBLIC COMMENT:

No Comment.

FIRE DEPARTMENT:

a) Fire Department Activity Report: 52 calls for July 2022. Already have 31 calls for August as of 8/7/22.

b) Fire Chief's Report. Monthly officer's meeting was held July 26, 2022 - minutes have been submitted. Monthly training was held July 27, 2022 – Topic: EMS B-Pack. Monthly staff meeting was held July 27, 2022 – minutes have been submitted. Will likely receive replacement fire engine early next year.

Submitted a quote from Apollo Fire for wildland gear and flashlights for \$5,096 as part of a DNR grant. It's a 50/50 match up to \$3,000. Have already spent \$1,500 of it and will be over by \$600. Fire Chief Scully requested approval to order supplies.

Motion Fusilier, second Milkey to approve purchase and that the \$600 overage to come from consumables account. Ayes: Seefeld, Thompson, Moutinho, Milkey, Proctor, Fusilier, Jarvis. **CARRIED**

Fire Chief Scully recommended to the board that Mike Kouba be appointed as Manchester Assistant Fire Chief.

Motion Thompson, second Jarvis to approve appointing Mike Kouba as Manchester Assistant Fire Chief. Ayes: Seefeld, Thompson, Moutinho, Milkey, Proctor, Fusilier, Jarvis. **CARRIED**

Fire Department was requested to provide EMS coverage for some events at the fair, as well as watering tracks down prior to events. Will have a report for next meeting on hours and time spent covering the fair. Received a reimbursement check for \$3,480 for job lights that was turned in to Township Clerk Proctor.

DEPARTMENT REPORTS/BUSINESS:

a) Zoning Administrator: 1 new house, 3 garages/barns, 3 pools, 1 deck, 1 sign, 1 address. There was a complaint of a dumped freezer sitting on Marhle Road in the ditch and are working on removing it.

b) Planning Commission: Meeting was on 8/4/2022. Norvell Township supervisor contacted Manchester about scheduling a tour with Levy Aggregate on Pleasant Lake Rd to help update ordinances on mining. Public has reached out about camping on private property – will be addressed next meeting. John Enos passed out proposed future land maps and drafted an overall usage plan to protect rural character of township. Working on tightening up language on moratoriums. Chairman Mike Walter is pushing to have joint plan completed by end of year. Short term rentals – attorney to review that language. Agritourism – close to an ordinance to be presented for a vote. Will contact public on helping with language. Sybil Kolon was appointed as representative of Manchester for the Greater Irish Hills Intermunicipality Committee. John Enos also discussed how to revise solar/wind moratoriums.

- c) Supervisor: Road commission began Herman Road, phase one – ditching first, followed by tree cutting, then finish with road gravel. Will use the money from Buss Road to help ditching further as well as any cost savings with Herman Road project. Supervisor Milkey asked the road commission what township roads posed the largest concerns, and they recommended Ayres Road for tree cutting, ditching and gravel, and Lemm Road needs ditching and gravel – will look at what additional fund may be available for those projects. Golf Cart ordinance passed in the village. Would like to create a golf cart trail from the campground to town from Hidden Lake Resort. Traffic Concerns on West Austin at Teijin plant – Washtenaw County Traffic Control Officer wrote 5 tickets last week. May do another traffic enforcement session this summer and also a speed sign.
- d) Facilities Buildings/Grounds: New signs up this morning for firefighter parking at fire station parking lot.
- e) Boards/Meetings: Sybil Kolon will attend the next Greater Irish Hills Intermunicipality Committee Meeting in September. Kolon attended the River Raisin Watershed Council meeting and they are working on renting new office space.
- f) Broadband: Taskforce meeting has scaled back to quarterly – working on finalizing contracts with vendors and will meet again in October. Fall 2023 is the projected completion date.
- g) Parks & Rec: Village requested help for building the disc golf course at Chi-Bro park on 08/20/22.
- h) Cemetery: Pillar was installed in memorium of Mike Miner.

NEW BUSINESS:

- a) Cyber Insurance
Thompson obtained 2 quotes from the Decker Agency to purchase Cyber Insurance to protect the township. This coverage protects computer assets with things such as ransomware.

Motion Fusilier, Second Seefeld to approve the \$1,408 premium for \$1,000,000 Cyber Insurance coverage. Ayes: Seefeld, Thompson, Moutinho, Milkey, Proctor, Fusilier, Jarvis. **CARRIED**
- b) Survey
Board reviewed the responses from Manchester Township survey. There were 177 responses.
- c) Security Cameras
Illegal dumping has occurred at the recycling bins. Thompson received a bid for surveillance cameras at the corner pole over bins, front door of township hall, and one for the driveway for \$9,916.18. Would be able to self-monitor with no monthly service and would own all the equipment and server.

Board tabled the discussion for September's meeting and is seeking more bids and information.

d) New Computer Quote

Thompson received a bid for \$6946.60 to replace the 4 office computers (which includes new mice, wireless keyboards, and installation) for the supervisor, clerk, treasurer, & administrative assistant, as the current computers are from 2013.

Board tabled until September's meeting.

e) Zoning and Ordinance Clean-Up

Zoning ordinance and police ordinance books are kept in separate areas and should be consolidated and incorporated as they refer to each other and there has been confusion. Also need to ensure that these are current and organized appropriately. Carl Warner would be paid \$25 an hour as a consulting fee to update zoning and general law books.

Motion Jarvis, Second Moutinho to approve hiring Carl Warner for zoning/general law ordinance clean-up, to be paid out of Planning Contractual Services. Ayes: Seefeld, Thompson, Moutinho, Milkey, Proctor, Fusilier, Jarvis. **CARRIED**

General law ordinances for Wind/Solar/Mining moratoriums are under review of the board. Supervisor Milkey recommends keeping this with the Township Board and has created 2 committees to review the following:

Solar/Wind General Law Committee:

Jarvis
Fusilier
Milkey

Mining General Law Committee:

Seefeld
Thompson
Moutinho

OLD BUSINESS:

a) Village of Manchester.

Kolon spoke to the board about River Raisin park – flower beds, especially steep ones are covered in thistles. Said that Pat DuRussell agreed they need more resources and it needs help. Perhaps the surrounding townships could support city parks as the village is part of the township.

PUBLIC COMMENT:.

Pam Wiseman – thanked the board for their hard work.

COMMENTS FROM BOARD MEMBERS.

Seefeld – went by new RV park – looks like they're installing the infrastructure for the lots. Was looking at where the building/entrance is, and when he looks at the map, he's concerned on the location of the entrance is currently. Perhaps it's a construction entrance.

Fusilier – was happy to report that the board works well together and appreciates to see people in the crowd.

Proctor – Primary election was smooth, both precincts balanced and out by 10pm. Working towards preparing for election in November. Had a great fair and was only \$74 short of hitting \$10,000.

Thompson – enjoys the community involvement and a pleasure to work with everybody. Tax bills are out and are due by September 14th.

Moutinho – welcomed new Assistant Fire Chief Kouba and thanked him.

Jarvis – Manchester’s township website is difficult to use – struggles with finding information, especially ordinances. Would like to have it simplified at some point and has volunteered to help with it. Likes how the village has a most commonly requested ordinances easily available on their website. Is currently working on putting together a community clean-up day. Tire Recycling post was shared on Facebook community groups.

CORRESPONDENCE:

a) Washtenaw County Road Commission Staff & Monthly Report (and Sherriff report) – Lt. Hunt provided clarification on abbreviations.

ADJOURNMENT: Motion Seefeld, second Fusilier to adjourn. Ayes: All.

CARRIED.

Meeting Adjourned at 8:44 PM

Danell Proctor, Clerk

Approved September 13, 2022