

MANCHESTER TOWNSHIP
Regular Board Meeting Minutes
Tuesday, December 13, 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 Lisa Moutinho, Trustee Mike Fusilier, Trustee Krista Jarvis, Recording Secretary Brenda Bancroft; Absent: Trustee John Seefeld.

ALSO PRESENT: Fire Chief Bill Scully, Firefighter Mike Kouba, Sybil Kolon, Chris Brown, Carl Werner.

PRESENTATION OF AGENDA:

Add under New Business: E) Spark Grant Resolution.

Motion Fusilier, second Thompson, to approve the agenda as amended.

Ayes: Proctor, Milkey, Moutinho, Fusilier, Thompson, Jarvis. **CARRIED.**

PUBLIC HEARING – Input regarding the 2023 Manchester Township/Village of Manchester Joint Parks & Recreation Master Plan

Motion Proctor, Second Thompson, for the board to enter a Public Hearing regarding the 2023 Manchester Township/Village of Manchester Joint Parks & Recreation Master Plan.

Ayes: Proctor, Milkey, Moutinho, Fusilier, Thompson, Jarvis. **CARRIED.**

The board left the Regular Board Meeting at 7:02 PM and entered the Public Hearing.

Motion Jarvis, Second Thompson, to approve the 2023 Manchester Township/Village of Manchester Joint Parks & Recreation Master Plan with amendments as discussed at the public hearing.

Ayes: Proctor, Milkey, Moutinho, Fusilier, Thompson, Jarvis. **CARRIED.**

Motion Milkey, Second Jarvis to enter the regular board meeting. Ayes: All. **Carried.**

Board left the public hearing and entered the Regular Board Meeting at 7:23 PM.

ACCEPTANCE/APPROVAL OF VARIOUS MINUTES:

Board received the minutes of the Manchester Township Regular Board Meeting of 11/15/2022.

Amend minutes that the last Broadband Taskforce Meeting was last month. Also to amend that Feinman was the vice-chair of the broadband taskforce and to correct the spelling of his last name.

Board received the minutes of the Manchester Township Special Board Meeting of 11/15/2022.

Moved by Fusilier, second Milkey, to approve the minutes from the Manchester Township Regular Board Meeting of 11/15/2022 as amended, and Special Board Meeting as presented.

Ayes: Proctor, Milkey, Moutinho, Fusilier, Thompson, Jarvis. **CARRIED.**

Board accepted minutes from the Manchester Township Planning Commission – 12/01/2022 meeting.

OTHER MINUTES ON FILE: Manchester Village Council from 11/07/22 & 11/21/22.

TREASURER’S REPORT: \$1,733,294.53

Motion Milkey, second Proctor to accept Treasurer’s report.

Ayes: Proctor, Milkey, Moutinho, Fusilier, Thompson, Jarvis. **CARRIED.**

PRESENTATION OF BILLS: Bills to be paid for \$33,169.78 from the General Fund.

Motion Thompson, second Milkey, to approve payment of bills from General Fund for \$33,169.78.

Ayes: Thompson, Moutinho, Milkey, Proctor, Fusilier, Jarvis. **CARRIED.**

PUBLIC COMMENT:

Sybil Kolon commented on the joint master plan, and also on the parks and rec master plan.

FIRE DEPARTMENT:

- a) Fire Department Activity Report: 49 calls for service for November 2022.
- b) Fire Chief’s Report: Fire Chief Scully reported that the new date for completion of the new firetruck is June 20, 2023. Normal monthly meetings and trainings were held. Fire Chief Scully requested approval to purchase from Bridgewater Tire for up to \$2,200 new tires for the Rescue Truck, and also requested to purchase from Chuck’s Auto Repair Shop new tires for up to \$1,300 for the Utility Truck.

Motion Milkey, Second Jarvis to approve the tire purchases for up to \$3,500.

Ayes: Thompson, Moutinho, Milkey, Proctor, Fusilier, Jarvis. **CARRIED.**

DEPARTMENT REPORTS/BUSINESS:

- a) Zoning Administrator: Zoning Administrator Carl Macomber was unable to attend and Supervisor Milkey presented the following on his behalf: no permits/no inspections for November 2023. Had an inquiry regarding an accessory dwelling unit, was to also follow up regarding a possible accessory dwelling unit, and will continue to monitor trash problem on Lakeside Drive.

- b) Planning Commission: no report, as Seefeld was absent. However, the draft minutes for the Planning Commission from that meeting are on file.
- c) Supervisor: Supervisor Milkey reported that the Land Preservation Presentation by the Washtenaw County Conservation District has been confirmed for 2/16/23, from 7:00-8:30 PM. This is currently going to be held at the Manchester Township Hall, but may be moved to the Manchester High School if there could be a large turnout, especially as Bridgewater and Freedom Townships have been invited to attend. Sharon Township will also have the same presentation on 1/18/23.

Milkey also brought up blight concerns on Lakeshore Drive and will update the board in January 2023 regarding this situation, and will consult with Carl Macomber. Washtenaw County Road Commission has issued two new weight limits regarding culverts in Manchester Township – One is between Ely and English road on Scully Road, the other on West Austin Road between Grossman and the Village Limits.

- d) Facilities Buildings/Grounds: Last month at the ARP meeting the Board approved \$15,000 for replacing the HVAC roof units of the Manchester Township Hall. Supervisor Milkey received a quote for \$18,600 and would like to seek another bid as this cost was more than what had been budgeted for and hopes to have that available for review for the next meeting.
- e) Boards/Meetings: Sybil Kolon presented regarding the River Raisin Watershed Council. They have procured a new office in Tecumseh and have received new furniture, donated from Wacker Chemical in Adrian, including desks, a conference table, book cases, and chairs. They have also established hours and have hired someone in the administrative position. Next executive committee meeting is 12/15/22 at the Tecumseh Recreational Center, and will have a public meeting on 1/26/23 at the Brooklyn Sportsmen’s Club regarding the Brooklyn Dam removal.
- f) Broadband: Broadband Taskforce has been sunsetted. Waiting for county to move forward. Trustee Moutinho would like to keep this item on the agenda as broadband rolls out through Manchester Township in the next year or so.
- g) Parks & Rec: Jarvis reported that the next meeting will be in January 2023.
- h) Cemetery: Proctor reported that there was a broken water faucet that had been repaired. Also completed leaf clean-up.

NEW BUSINESS:

- a) Appoint Mike Fusilier as Board Representative to Planning Commission

Motion Thompson, second Jarvis, to appoint Mike Fusilier as Board Representative to Planning Commission. Ayes: all. **Motion Carried.**

- b) Re-appoint Mike Walter to MCJPC, Appoint Mike Fusilier to MCJPC and Re-appoint Ron Milkey and Dave Thompson as alternates to the MCJPC

Motion Fusilier, Second Milkey, to re-appoint Mike Walter to MCJPC, appoint Mike Fusilier to MCJPC and re-appoint Ron Milkey and Dave Thompson as alternates to the MCJPC. Ayes: all. **Motion Carried.**

c) Appointments to Board of Review

Motion Milkey, Second Proctor, re-appoint Jack Rathburn, Kathy Fusilier, Jason Aldrich to the Tax Board of Review for another 2-year term. Ayes: all. **Motion Carried.**

Motion Milkey, Second Thompson, to advertise a posting for two alternate members for the Tax Board of Review. Ayes: all. **Motion Carried.**

d) MEC – METRO Act Permit Application

Motion Proctor, Second Thompson to adopt Resolution No. 22-15: Unilateral Telecommunications Permit. Ayes: Thompson, Moutinho, Milkey, Proctor, Fusilier, Jarvis. **CARRIED.**

e) Spark Grant Resolution

Motion Fusilier, Second Proctor to adopt Resolution No. 22-16: Spark Grant. Ayes: Thompson, Moutinho, Milkey, Proctor, Fusilier, Jarvis. **CARRIED.**

OLD BUSINESS:

a) Village of Manchester

Supervisor Milkey reported the charter commission was elected in November 2022, and the new charter will likely go to the Michigan Governor in January 2023 for review.

PUBLIC COMMENT:

Sybil Kolon commented in support of Manchester Township potentially joining social media to help disseminate information to the public. Also had questions regarding the Spark grant.

COMMENTS FROM BOARD MEMBERS:

Proctor commented that the Michigan Township Association Annual Conference is April 17-20, 2023 in Traverse City. Requested to the board members that they let her know soon if they would like to attend and will also be notifying the planning commission members, and asking if they would also like to attend.

Milkey commented regarding the funding for the new trail and the application for the Spark grant.

Thompson commented that the tax bills are out and due date is 2/14/23.

Jarvis inquired if members from the Manchester Township Planning Commission would be attending the Michigan Township Conference. She also thanked Sybil Kolon for her comments at the meeting and insight.

CORRESPONDENCE:

- a) Washtenaw County Road Commission Staff & Monthly Report
On file.
- b) Washtenaw County Sherriff Monthly Report
On file.

ADJOURNMENT:

Board adjourned at 8:26 PM

Approved: January 10, 2023

Danell Proctor

Clerk