

MANCHESTER TOWNSHIP  
Regular Board Meeting Minutes  
Tuesday, June 13, 2023

Supervisor Ron Milkey called the regular meeting of the Township of Manchester Board to order at 7:04 pm.

Troop 426 presented the flag for the Pledge of Allegiance.

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

**ALSO PRESENT:** Fire Chief Bill Scully, Sybil Kolon, Kathy Fusilier, Carl Werner, Marie Gress.

**PRESENTATION OF AGENDA:**

Add under Department Reports: I: Recycling

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

**ACCEPTANCE/APPROVAL OF VARIOUS MINUTES:**

Board received the draft minutes of the Manchester Township Regular Board Meeting of 5/8/2023.

Amend minutes under B) Washtenaw County Road Commission. It lists Manchester County in the second paragraph and should be Washtenaw County.

Motion Milkey, second Seefeld, to approve the minutes from the Manchester Township Regular Board Meeting of 5/8/2023 as amended.  
Ayes: Thompson, Moutinho, Jarvis, Fusilier, Milkey, Proctor, Seefeld.  
**CARRIED.**

Board accepted the draft minutes from the Manchester Township Planning Commission meeting of 6/1/2023.

**OTHER MINUTES ON FILE:**

Manchester Village Council Minutes of May 1, 2023; Manchester Village Council Minutes of May 15, 2023

**TREASURER'S REPORT:** \$1,582,827.94

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

## **PRESENTATION OF BILLS:**

Motion Moutinho, second Fusilier, to approve payment of 44 bills from the General Fund for \$48,971.39 as presented.

Ayes: Thompson, Moutinho, Jarvis, Fusilier, Milkey, Proctor, Seefeld.

**CARRIED.**

## **PUBLIC COMMENT:**

Kathy Fusilier commented on her concerns with the proposed Agritourism Ordinance.

Marie Gress, interim representative for WAVE Rides, spoke to the Board regarding what it is and their update for service within Manchester. She requested that the Board assist with covering part of the cost of this service with a \$4,000 payment. The rest of the funds are to be covered by Chelsea Hospital and state/federal grant funds.

## **FIRE DEPARTMENT:**

- a) Fire Department Activity Report: Responded to 41 calls for service in May 2023.
- b) Fire Chief's Report: Fire Chief Scully reported the officer's meeting was held on May 19. Fire Chief Scully, Mike Kouba, and Don Steele are flying down later on June 28th for final inspection of the firetruck before delivery. The truck will likely be delivered in July. Working on the budget for next year. Also completed hose testing and working on pump ladder testing. Chief Scully informed the Board that he had accrued some extra time where he had personally tested the hose in order to complete this task – comes out to an additional 24 hours of time over the last few weeks. Will attend farm equipment emergency training in August. Jason Lindemann, Rich Foss, Devin Jose & Baily Elliot, passed their EMT class and will be taking the EMT National Registry Test soon.

Motion Proctor, Second Fusilier, to pay Fire Chief Scully for 24 hours at his hourly rate for completing hose testing.

Ayes: Thompson, Moutinho, Jarvis, Fusilier, Milkey, Proctor, Seefeld.

**CARRIED.**

## **DEPARTMENT REPORTS/BUSINESS:**

- a) Zoning Administrator: Zoning Administrator Carl Macomber was unable to attend, and Supervisor Milkey presented the following report on his behalf: issued permits for 1 new residence, 1 remodel, 2 new barns/garages, 1 deck, & 1 variance. House on Ely Road was taken down; Barn on Sharon Hollow taken down; House on Austin Road is in process of receiving bids for removal; Working on blight problem on Sandborn Rd; Monitoring blight concern on Lakeview Dr.

- b) Planning Commission: Trustee Fusilier provided a report from the June 2023 Planning Commission meeting. Also provided a report from the June 2023 Joint Planning Commission, which did not have a quorum at that meeting. Also requested to the Board that he receive information on land splits and Carl Macomber's Zoning Report for the Planning meetings.
- c) Supervisor: Supervisor Milkey reported that Hidden Lake RV resort received their license from the State of Michigan and is open. The pool should be open shortly after July 4<sup>th</sup>, 2023. They would also like to install a pickleball court. They have offered a tour to the Manchester Township Board. The board will ask if they can tour it on July 11, 2023, at 6pm and also invite the Planning Commission to attend as well.
- d) Facilities Buildings/Grounds: Supervisor Milkey reported that they're looking having bids to replace the cement in front of the firehouse doors.
- e) Boards/Meetings: Kolon provided a report on River Raisin Watershed Council the Board and that they are planning on having a 50<sup>th</sup> anniversary celebration in 2024. Kolon also provided a brief overview regarding the Land Preservation project she's been working on with the Planning Commission.

Budget workshop for the Board is scheduled for 6/19/23 at 7pm. Budget Hearing for the Board is scheduled for 6/26/23 at 7pm. SWWCOG has a meeting scheduled for 6/14/23.

- f) Broadband: Moutinho and Thompson are working on some verbiage to place on the upcoming tax bills – instructions for how to sign up for broadband & also informing residents about the grant program for the connection fee.
- g) Parks & Rec: Jarvis is working on a meeting with Pat Vaillencourt and Michael Sessions later this month.
- h) Cemetery: Proctor reported that she has not received an updated contract from the Sexton and has also not been sent an invoice since January 2023. Will reach out again regarding having a current contract bid submitted and any outstanding invoices submitted.
- i) Recycling: Thompson reported she had a meeting at Western Washtenaw Recycling Authority on Werkner Road, and that Western Washtenaw Recycling are looking into bids for a machine for plastic bag recycling as they may add this to the items they can recycle.

#### **NEW BUSINESS:**

- a) Ordinance No. 102 "Consumers Energy Company Gas Franchise Ordinance"

Under Section 3. Correct typo in first sentence: "Consumers shall save" to "Consumers shall hold".

Motion Seefeld, second Moutinho, to accept Ordinance No. 102 "Consumers Energy Company Gas Franchise Ordinance" as amended.

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

**b) Joint Planning Commission Appointments**

Motion Proctor, Second Fusilier, to appoint John Seefeld to the Joint Planning Commission.

Ayes: All. **Carried.**

Supervisor Milkey appointed John Seefeld to the Joint Planning Commission as a member-at-large.

**c) Welcome to Manchester Sign**

Concern about the sign by the Credit Union with its condition – the DDA will be taking over maintenance and date changes of that sign.

**d) Agritourism, Zoning Ordinance Amendments**

The Board discussed the proposed Agritourism ordinance and had some public involvement from Carl Werner and Kathy Fusilier. Board will review this and revisit at the July 2023 meeting.

**e) Fire Department Review Committee**

Fire Department Review Committee to be made up of 3 Manchester Township Board Members, 3 Manchester Fire Department Officers, and 3 Manchester Firefighters.

Moutinho, Proctor & Thompson, will join as Board members to the Fire Department Review Committee. Moutinho will be the secretary. Fire Chief Scully will provide the Board with 3 officers & 3 firefighters to also join the Fire Department Review Committee by month end.

**OLD BUSINESS:**

**a) Village of Manchester:**

Village election for cityhood is approaching later this year.

**b) Washtenaw County Road Commission:**

Motion Moutinho, Second Thompson, to approve Washtenaw County Road Commission Projects 1-5 with an amendment for Project Number 2 to stop at the edge of the Solar Farm Property instead of at Sharon Hollow Rd; all projects to use limestone instead of 22a & 23a gravel; & contribution not to exceed \$200,000 from the General Fund & not to exceed \$75,000 from ARPA funds.

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

**PUBLIC COMMENT:**

No comments.

**COMMENTS FROM BOARD MEMBERS:**

Thompson commented that the meeting for SWWCOG is tomorrow in Freedom Township. And was also pleased that the Board are moving forward to improve the roads.

Moutinho commented that there will be a discussion at SWWCOG regarding Emergency Services – this stems from the recent ice storm damage earlier in the year.

**CORRESPONDENCE:**

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

**ADJOURNMENT:**

Motion Seefeld, second Thompson to adjourn the meeting.

Board adjourned at 9:17 PM.

Approved: July 11, 2023

Danell Proctor

Clerk