

MANCHESTER TOWNSHIP  
Regular Board Meeting Minutes  
Tuesday, July 11th, 2023

Supervisor Ron Milkey called the regular meeting of the Township of Manchester to order at 7:01pm.

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, Recording Secretary Brenda Bancroft. Absent: Trustee John Seefeld.

**ALSO PRESENT:** Fire Chief Bill Scully, Carl Werner, Sybil Kolon, Melanie Davis, Bill Bray.

**PRESENTATION OF AGENDA:**

Add under OLD BUSINESS c) Agritourism; add under NEW BUSINESS f) Land Preservation.

Motion Fusilier, Second Thompson, to approve the agenda as amended.  
Ayes: All. Absent: Seefeld. **CARRIED.**

**ACCEPTANCE/APPROVAL OF VARIOUS MINUTES:**

Board received the draft minutes of the Manchester Township Regular Board Meeting of 6/13/2023; draft minutes of the Manchester Township Special ARPA Meeting of 6/13/2023; draft minutes of the Manchester Township Budget Workshop of 6/19/2023; draft minutes of the Manchester Township Board Special Meeting Minutes of 6/26/2023.

Amend the minutes from the Regular Board Meeting of 6/13/2023 to list “Tuesday” instead of “Monday” in the title.

Motion Fusilier, second Proctor, to approve the minutes from the Manchester Township Regular Board Meeting of 6/13/2023 as amended and accept the remaining minutes as presented.  
Ayes: All. Absent: Seefeld. **CARRIED.**

The board accepted the draft minutes from the Manchester Township Planning Commission meeting of 7/6/2023.

**OTHER MINUTES ON FILE:**

Manchester Village Council Minutes of June 5, 2023; Manchester Village Council Minutes of June 19, 2023.

**TREASURER’S REPORT:** \$1,480,416.15

Motion Proctor, second Thompson, to accept Treasurer's report as presented.  
Ayes: All. Absent: Seefeld. **CARRIED.**

**PRESENTATION OF BILLS:**

Motion Thompson, second Moutinho, to approve payment of 23 invoices from the General Fund for \$25,138.54 as presented.

Ayes: All. Absent: Seefeld. **CARRIED.**

Motion Moutinho, Second Jarvis, to approve payment of 2 invoices for \$581.94 from the Cemetery Fund as presented.

Ayes: All. Absent: Seefeld. **CARRIED.**

Motion Thompson, Second Fusilier, to approve payment of 16 invoices for \$7,768.08 from the Firefighter Fund as presented.

Ayes: All. Absent: Seefeld. **CARRIED.**

**PUBLIC COMMENT:**

Carl Werner spoke to the Board that the future of Manchester Township is currently at a crucial juncture, especially with the growth of the Township and the Joint Master Plan.

Sybil Kolon commented that the Township needs to be open to outside assistance but not to accept it blindly regarding planning.

**FIRE DEPARTMENT:**

- a) Fire Department Activity Report: Responded to 42 calls for service in June 2023.
- b) Fire Chief's Report: Monthly officer's meeting was held on June 21, 2023. Membership meeting and training was held on June 28, 2023. WAMAA does not meet over the summer, so there are no meetings. Working on gathering information on renewing the EMS license. Also discussed with the Board about updating their trailer to something more usable and maneuverable.

Motion Milkey, Jarvis, approve the purchase of a new trailer for the Manchester Township Fire Department; cost not to exceed \$8,000; and to replace the funds with the sale of an older trailer.

Ayes: All. Absent: Seefeld. **CARRIED.**

The Board is also organizing a committee with the Fire Department and would like to meet before the end of summer. Fire Chief Scully provided a list of firefighters that could serve on the committee.

Fire Chief Scully asked the Board if he provided a list of equipment that could be donated, if the Manchester Township Fire Department could participate in a fire gear and equipment donation program. Donations this year go to Doyle Township Fire Department.

- c) Authorization to add third Lieutenant to the Fire Department

Motion Proctor, Second Milkey, to authorize Fire Chief Scully to add a Third Lieutenant to the Manchester Township Fire Department.  
Ayes: All. Absent: Seefeld. **CARRIED.**

#### **DEPARTMENT REPORTS/BUSINESS:**

- a) Zoning Administrator: Zoning Administrator Carl Macomber was unable to attend, and Supervisor Ron Milkey presented the following on his behalf: Issued permits for 1 new residence; 1 new barn/garage; 1 shared drive. There was also an incident on Austin Road where a neighbor's dogs had attacked sheep and killed rabbits. Met with owners of dogs and sheep and are working on how to proceed with the State Police. Vacant house on West Austin is working on obtaining bids for asbestos mitigation and also for house demolition. Blight complaint on Lakeview Drive – there has been unfortunately more accumulation. There is also a blight concern on Sandborn Road that has been making some progress.
- b) Planning Commission: Fusilier provided the Board with a brief report of the Public Hearing in June that addressed Cargo Container storage and Camping Ordinance updates; also provided updates regarding the Joint Planning Commission meeting from July 6, 2023, and the Planning Commission meeting of July 6, 2023.
- c) Supervisor: Milkey reported that the Herman Road project starts next week. Milkey met with an engineer and planner for a brainstorming about how to get the path back on track regarding the trail. Would like to put this project out to bid later in winter to start the next project in Spring 2024.
- d) Facilities Buildings/Grounds: Two contractors have looked at replacing the concrete in front of the fire house doors – hope to have bids for the next meeting to present.
- e) Boards/Meetings: No report.
- f) Broadband: Moutinho reported that the language that was placed on the back of the tax bills she had also posted that on the Manchester Facebook Groups. Will also have an article in the Manchester Mirror regarding this as well.
- g) Parks & Rec: Jarvis reported that she is progressing with the speed limit change to help allow Golf Cart access from the Hidden Lakes RV to the village.
- h) Cemetery: Large tree limb fell that was cleaned up and damaged two headstones; still waiting for a new sign to be completed.
- i) Recycling

Adrian Locksmith provided a quote for security cameras, one camera to monitor the recycle bins, one camera to monitor the ballot drop box at the front the Township office and could add up to 6 more cameras in the future. The bid was not to exceed \$3,000 and allows the Township to monitor their own cameras without monitoring fees.

Motion Milkey, Second Jarvis, to hire Adrian Locksmith to install the security system, and hook up to the Township's server system with the two cameras, and payment not to exceed \$3,000; funds are to be paid out of capital improvements.

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

## **NEW BUSINESS:**

### **a) Meeting Dates for 2023-2024**

Motion Milkey, Second Thompson to approve the Manchester Township Board Regular Meeting Schedule dates as presented.

Ayes: All. Absent: Seefeld. **CARRIED.**

### **b) Set Wages for Non-Elected Employees**

Motion Fusilier, Second Thompson to approve Wages for Non-Elected employees with the amendment to revise the Clerical Range to \$11.60-\$20.00 an hour.

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

Motion Fusilier, Second Jarvis, to approve the Manchester Township Fire Department Pay Scale as presented.

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

### **c) Appoint Township Attorney, Auditor, Banks, and Newspaper of Record**

Motion Thompson, Second Moutinho to appoint Township attorney firm Fahey Schultz Burzych & Rhodes.

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

Motion Milkey, Second Proctor to appoint Rana Emmons from PSLZ, LLP as the Township Auditor.

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

Motion Thompson, Second Fusilier to approve the continued use of the following 4 banks for Township services: Old National Bank, Comerica Bank, Level One Bank, & Premier Bank.

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

Motion Moutinho, Second Fusilier to appoint the Manchester Mirror as the Newspaper of Record.

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

d) Resolution No. 23-15 Resolution for Fire Protection Services Millage

Move Milkey, Second Moutinho, to approve Resolution No. 23-15 Manchester Township, Washtenaw County Resolution to Adopt Millage Renewal Proposal for Fire Protection Services as presented.

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

e) Renewals of Solar, Wind, and Mining Ordinances

Motion Thompson, Second Moutinho, to approve Ordinance 103 Mineral Extraction Moratorium as presented for an additional 6 months.

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

Motion Fusilier, Second Thompson, to approve Ordinance 104 Establishing Commercial Wind Energy Conversion Systems (WECS) Moratorium as presented for an additional 6 months.

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

Motion Proctor, Second Milkey, to approve Ordinance 105 Continued Utility Scale Moratorium as presented for an additional 6 months.

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

Milkey commented that he has concerns about private vs commercial solar and their definitions within, and this is something that the Township should examine.

f) Land Preservation

Fusilier informed the Board that the Planning Commission has put together a sub-committee regarding Land Preservation – 2 from the Planning Commission, 2 from the Township Board, and 1 person from the public. Inquired with the Board on their view of this topic. The board discussed that they agreed that this should be the direction Manchester Township should move forward.

**OLD BUSINESS:**

a) Village of Manchester

Supervisor Milkey reported he is working with the Village reviewing costs with Manchester Fire Department Coverage.

b) Cemetery Sexton Contract Renewal

Motion Proctor, Second Fusilier, to approve the Cemetery Sexton Contract with Brad's Ultimate Services until March 30, 2024, as presented.

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

c) Agritourism

The Board discussed the proposed language within the Agritourism Ordinance and has sent it back to the Planning Commission with input for additional revisions.

**PUBLIC COMMENT:**

Bill Bray commented that the blight on Lakeview Drive is a concern from a fire and safety standpoint as it's on a one lane road and would like the Township to continue addressing this problem.

**COMMENTS FROM BOARD MEMBERS:**

Fusilier commented that he's excited about the Land Preservation discussion and that there seems to be a stir with Township residents with this idea.

Thompson commented that she's heard from members of the public that they are excited that Manchester Township is now using limestone on the roads.

Jarvis thanked Carl Warner for his work, input and comments with the Township.

**CORRESPONDENCE:**

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

**ADJOURNMENT:**

Motion Fusilier, second Moutinho to adjourn the meeting.

Board adjourned at 9:13 PM.

Approved: August 15, 2023

Danell Proctor

Clerk