

MANCHESTER TOWNSHIP
Regular Board Meeting Minutes
Tuesday, September 12th, 2023

Supervisor Ron Milkey called the regular meeting of the Township of Manchester to order at 7:00 pm.

Troop 426 presented the American flag for the Pledge of Allegiance.

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

ALSO PRESENT: Fire Chief Bill Scully, Carl Werner, Sybil Kolon, Cindy Dresch, Mel Davis, Bill Bray.

PRESENTATION OF AGENDA:

Add PLANNING CONSULTANT DISCUSSION before FIRE DEPARTMENT; remove under Old Business: b) Review of Agritourism Ordinance Amendments.

Motion Thompson, Second Proctor, to approve the agenda as amended.

Ayes: All. Absent: Moutinho. **CARRIED.**

ACCEPTANCE/APPROVAL OF VARIOUS MINUTES:

Board received the draft Manchester Township Regular Board Meeting minutes from August 15, 2023.

Motion Fusilier, second Seefeld, to approve the minutes from the Manchester Township Regular Board Meeting of 8/15/23 as presented.

Ayes: All. **CARRIED.**

Board accepted the draft minutes from the Manchester Township Planning Commission meeting of 9/7/2023.

OTHER MINUTES ON FILE:

Manchester Village Council Minutes of August 7, 2023; Manchester Village Council Minutes of August 21, 2023.

TREASURER'S REPORT: \$1,542,532.89 – This includes approximately \$135,000 of ARPA funds.

Motion Proctor, second Seefeld, to accept Treasurer's report as presented.

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

PRESENTATION OF BILLS:

Motion Seefeld, Second Thompson, to approve payment of 19 invoices from the General Fund for \$14,125.57 as presented; to approve payment of 14 checks for \$5,400.01 from the Fire Contract Checking as presented; & to approve payment of 2 invoices for \$1,750.00 from the Cemetery Fund as presented.

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

PUBLIC COMMENT:

No Comments.

PLANNING CONSULTANT DISCUSSION:

The Board discussed hiring an independent planner to help with day-to-day planning duties while retaining Carlisle Wortman & Associates for major projects. Alissa Starling spoke to the Board regarding a potential partnership and options for how she could assist moving forward as an independent consultant.

Motion Fusilier, Second Thompson, for the Board to move forward with looking at additional resources for Planning Consultancy.

Ayes: All. Absent: Moutinho. **Carried.**

FIRE DEPARTMENT:

- a) Fire Department Activity Report: Responded to 73 calls for service in August 2023. Several storm related calls were responded to after the storm of August 24th.
- b) Fire Chief's Report: Monthly officer's meeting was held on August 23, 2023. Member meeting and training was held on August 30, 2023. WAMAA is not meeting over summer. Request by the engine manufacturer (KME) to have the truck displayed at the FTTC (Fire Truck Training Conference) in Lansing. Truck would need to be there Sept 29-Oct 5.

Motion Milkey, Second Proctor, for Fire Chief Bill Scully to take the new truck to the Fire Truck Training Conference with compensation to be determined.

Ayes: All. Absent: Moutinho. **Carried.**

Working on selling Engine 7-1 and will determine a list price. Discussing how to convert the radio room into offices – looking at previous bids regarding this conversion and will discuss at the next meeting.

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 4 barns/garages; 1 address; 1 site plan; 1 solar. Sent a 2nd violation to a property on Sandborn Road. Violations for blight on Sandborn has been ignored and Board has determined to turn this over to the Township Attorney. Blight on Lakeview Drive continues to make improvements.
- b) Planning Commission: Fusilier provided a brief report from the September 7th, 2023 Manchester Township Planning Commission Meeting. Did not have a Joint Planning Commission meeting last month – hope to meet soon.
- c) Supervisor: Supervisor Milkey reported Lyndon township is putting on a 9/27/23 presentation regarding gravel road construction and maintenance and he will be attending. Received a phone call from a resident regarding the work on Kirk Road and is unhappy with the amount of stone being used. There is a horse manure disposal concern on Schleweis Road and is currently being investigated. Supervisor Milkey will be scheduling meetings with the other Township Supervisors should Manchester Village become a city. SWWCOG meeting is 9/13/23 in Bridgewater. Carl Warner has expressed interest in support for a plan for emergency shelter options.
- d) Facilities Buildings/Grounds: New security cameras at the recycle bins and front door of Township Hall have been installed and are working. Rathburn Contracting is slated to work on the slabs in mid-October for the fire station.
- e) Boards/Meetings: Sybil Kolon reported that River Raisin Watershed Council had attempted to receive assistance with AmeriCorp regarding a river cleanup but unfortunately did not receive the grant for that assistance. However, it appears that the county will take over that stretch of the river clean from the Sharon Mills Park on Sharon Hollow and into the Village. Were able to rent an office in Tecumseh due to a grant but that grant ran out. Negotiated a new agreement at \$550 a month to rent out that office for another 2 years.
- f) Broadband: Lisa Moutinho was unable to attend, but Supervisor Milkey reported that he drove around by Iron Mill Pond and was impressed at how many workers and crews were out. Had a few concerns from the residents regarding hook ups but heard that those in the Township should be hooked up by end of 4th quarter.
- g) Parks & Rec: Jarvis contacted Shannon Beeman regarding changing the speed limit on the stretch of road from the new RV park into the Village limits. Mentioned that Carl Werner has been a great help in how to potentially navigate this change and thanked him.
- h) Cemetery: Report tabled for later in meeting to discuss rates/fees at the cemetery.
- i) Recycling: Thompson did not attend the last meeting, but Sybil Kolon attended in her stead. They are looking at how to revamp how they will move forward with recycling as there have been some changes in the market. Reported that the next meeting will be September 27, 2023. Also asked the Board to send her the recycling survey results from last year.

- j) Land Preservation: Sybil Kolon reported that there is a new article in the Manchester Mirror to bring attention to it and received a phone call from a resident in Freedom Township.

NEW BUSINESS:

- a) Bridgewater and Manchester Township Agreement Sheridan Road
Motion Proctor, Second Milkey, to accept the Bridgewater and Manchester Township Agreement for Sheridan Road, South of Allen Road, as amended to correct 2 typos.
Ayes: Seefeld, Fusilier, Proctor, Milkey, Thompson, Jarvis. Absent: Moutinho. **Carried.**

- b) Appoint Sybil Kolon as Alternate to the Western Washtenaw Recycling Authority

Motion Milkey, Second Thompson to Appoint Sybil Kolon as Alternate to the Western Washtenaw Recycling Authority.
Ayes: All. Absent: Moutinho. **Carried.**

- c) Cemetery Burial and Lot Prices

Board discussed potentially raising rates to be more in line with neighboring cemeteries. Proctor will bring a proposal to next month's meeting.

- d) Sexton Contract

Supervisor Milkey had received complaints that the grass had accumulated on the stones and brought that to the attention of the Sexton. The Sexton mentioned if the grass is wet it will stick to the stones. Discussed if he can mow when it's not wet, or can blow grass off. Will monitor that situation.

- e) Wave Agreement

Motion Proctor, Second Thompson, to approve the agreement from WAVE as presented.
Ayes: Seefeld, Fusilier, Proctor, Milkey, Thompson, Jarvis. Absent: Moutinho. **Carried.**

Board discussed how to advertise for this service to Township residents. Supervisor Milkey spoke with Shannon Beeman regarding county support of this service as well.

- f) Early Voting Agreement

Motion Milkey, Second Seefeld, to approve the Agreement for Election Services as presented.
Ayes: All. Absent: Moutinho. **Carried.**

- g) Workshop with Planning Commission on Township Identity 9/28/23

Supervisor Milkey discussed that the Manchester Township Board and the Manchester Township Planning Commission would attend this workshop, which will be held on September 28, 2023 at 7pm. Fusilier is also requesting that the Land Preservation Committee should also attend.

OLD BUSINESS:

- a) Village of Manchester

Proctor provided a copy of the Village of Manchester Newsletter for September 2023 to the Board.

- b) Washtenaw Area Mutual Aid Association Agreement

Fire Chief Scully reported that the memorandum presented is a draft and the updated memorandum will be provided later this month, for next month's meeting.

- c) Parking Lot Bid

Motion Proctor, Second Jarvis, to accept the bid from Bailey Excavating to pave the Township Parking Lot on S. Macomb Street, for up to \$46,767.00, to be paid out of ARPA funds as presented.

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

PUBLIC COMMENT:

Cindy Dresch commented regarding her support of the village becoming a city.

Bill Bray commented that he disagreed that the blight on Lakeview Drive has been improved. There continues to be safety concerns regarding gas cans in the open.

Sybil Kolon commented that she would like the Township to continue to have gravel roads and not to pave them, as they preserve rural character.

COMMENTS FROM BOARD MEMBERS:

Jarvis thanked Cindy Dresch for her input.

Thompson commented that taxes are due on Thursday.

Milkey commented that there will be a revised ordinance enforcement ordinance soon.

Fusilier commented that he's looking forward to the Workshop on September 28th.

Seefeld commented that he was looking over the Camping Ordinance update and had a few questions.

CORRESPONDENCE:

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

ADJOURNMENT:

Motion Proctor, second Thompson, to adjourn the meeting.

Board adjourned at 8:20PM.

Approved: October 10, 2023

Danell Proctor
Clerk