

MANCHESTER TOWNSHIP  
Regular Board Meeting Minutes  
Tuesday, October 10th, 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, Trustee Krista Jarvis, Trustee Mike Fusilier, Clerk Danell Proctor, Trustee John Seefeld, Trustee Lisa Moutinho, Recording Secretary Brenda Bancroft. Absent: Treasurer Kim Thompson.

**ALSO PRESENT:** Fire Chief Bill Scully, Carl Werner, Sybil Kolon, Alissa Starling, Janice Kessler, Pat Vaillencourt, Jeremy Rippey.

**PRESENTATION OF AGENDA:**

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

**ACCEPTANCE/APPROVAL OF VARIOUS MINUTES:**

Board received the draft Manchester Township Regular Board Meeting minutes from September 12th, 2023.

Motion Proctor, second Seefeld to approve the minutes from the Manchester Township Regular Board Meeting of 9/12/23 as presented.  
Ayes: All. Absent: Thompson. **CARRIED.**

Board accepted the draft minutes from the Manchester Township Planning Commission meeting of 10/5/2023.

**OTHER MINUTES ON FILE:**

Manchester Village Council Minutes of September 5, 2023; Manchester Village Council Minutes of September 18, 2023; Planning Commission/Manchester Village Council Minutes of September 18, 2023.

**TREASURER'S REPORT:** \$1,463,149.65 – This includes approximately \$135,000 of ARPA funds.

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

**PRESENTATION OF BILLS:**

Motion Milkey, Second Moutinho, to approve payment of 23 invoices from the General Fund for \$15,160.88 as presented; to approve payment of 14 checks for \$6,106.00 from the Fire Contract Checking as presented; to approve payment of 1 invoice for \$13,462.00 from the Cemetery Fund as presented; to approve payment of 1 invoice for \$1,100.00 from the Cemetery Checking as presented; with the exception to following up on the Carlisle Wortman invoice before issuing payment.

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

#### **PUBLIC COMMENT:**

No comments.

#### **FIRE DEPARTMENT:**

- a) Fire Department Activity Report: Responded to 30 calls for service in September 2023.
- b) Fire Chief's Report: Monthly officer's meeting was held on September 20, 2023. Member meeting and training was held on September 27, 2023. New truck was at the show in Lansing on October 3, 2023. Further warranty work is being carried out. Fire prevention open house is October 15, 2023 from 1pm to 3pm. Working on completion of the new trailer and also looking at selling the old trailer. Seeking quotes on a replacement thermal imaging camera. Milkey reported that he is working on establishing a kick-off meeting for the Firefighter Committee – hopefully still in October, date TBD.

#### **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 3 new residences; 2 barns/garages; 1 conditional use application. Has been clean up on Sandborn Road with the blight concern and there has been progress. Milkey has been working on consolidating ordinances regarding Municipal Civil Infraction Ordinance and will be presented at the next meeting. Milkey and Macomber visited a straw house being built on Herman Road for a presentation.
- b) Planning Commission: Fusilier provided a brief report from the October 5th, 2023 Manchester Township Planning Commission Meeting. He also provided a brief report regarding the Land Preservation Committee, which was held before the Planning Commission Meeting. He asked the Board for ideas regarding parcels of land that are unique or areas that should be preserved that should be brought to their attention.
- c) Supervisor: Milkey reported that he attended a gravel road meeting in Lyndon Township and found it very educational. Training was held by Michigan Technical University. Also attended a supervisor development retreat and also found that very educational. Will be bringing those ideas to help better how he works in Manchester Township.

- d) Facilities Buildings/Grounds: Cement slabs in front of the fire station will start next week for replacement. The following week the grading for the parking lot across the street will begin.
- e) Boards/Meetings: Kolon informed the Board that the River Raisin Watershed Council has a meeting coming up on 10/19/23 at the River Raisin Battlefield in Monroe and she will attend.
- f) Broadband: Moutinho reported that roughly half of Manchester Township will be connected by month end, with the remainder who have signed up already by the end of the year.
- g) Parks & Rec: Jarvis reported that she's working on options for the speed limit concerns for allowing golf carts from the Hidden Lakes RV Resort into the Village.
- h) Cemetery: Milkey reported that there is a John Deere riding tractor in the shed that Mike Minor used to use – the tractor is now running, and he asked the Board what would they like to do with it. Is working on a price if they were considering selling it. Tabled until the next meeting.
- i) Recycling: Kolon is looking forward to a report for what recycled materials are being left at the bins, which should hopefully be at the next meeting.
- j) Land Preservation: Kolon reported that the bulk of her own property will be donated as a Land Preservation project and that a house from the 1800s on her property is being deconstructed as a historical project. The next workshop is October 21, 2023 from 1-3pm. The event will be posted on the Manchester Historical Society website for those that wish to sign up and attend.

## **NEW BUSINESS:**

- a) Discussion on Revising Assessor Contract: There was discussion regarding how to move forward with the Assessor for the Township should the Village become a City later this year.

Motion Fusilier, Second Moutinho, to work on a proposed revised contract for 5 years should the Village become a City with the current Assessor.

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

- b) Discussion on Local Zoning Regarding Solar: Fusilier informed the Board that Mike Brown had reached out to him regarding neighboring townships and local zoning regarding solar. Will be reaching out to the State Representatives regarding this concern.
- c) Email from John Enos at Carlisle Wortman: John Enos emailed the Manchester Township Board that Carlisle Wortman would be stepping back from assisting the Township with planning consultancy work, except for large projects. Milkey will be inquiring with Carlisle Wortman if Chris Norstrom would still be available, as he's been working the current trail project; will also be inquiring on the status of the Joint Master Plan project.

- d) METRO Act Right of Way Permit Extension AT&T:  
Motion Milkey, Second Seefeld, to approve the METRO Act Right of Way Permit Extension AT&T as presented.  
Ayes: All. Absent: Thompson. **CARRIED.**

**OLD BUSINESS:**

- a) Village of Manchester: Village of Manchester Incorporation Effects document was presented to the Township Board regarding what would occur should the Village become a City. A copy of the Village of Manchester Newsletter for October 2023 was also sent to the Board.
- b) Professional Planning Services Agreement: Alissa Starling gave a brief presentation to the Board regarding her proposed Professional Planning Services Agreement. Milkey inquired what additional meetings would not be covered under the monthly retainer fee.

Motion Fusilier, Second Milkey, to hire Alissa Starling, use the draft contract for one (1) year, to be monitored and revisited at the end of the contract year.  
Ayes: Seefeld, Fusilier, Proctor, Milkey, Jarvis, Moutinho. Absent: Thompson. **Carried.**

**PUBLIC COMMENT:**

Pat Vaillencourt commented that she had been working on a grant for the park at the river to improve access but did not win it. She is working on having Washtenaw County to help renovate part of the outbuilding at Village Building to turn into a new Senior Center. Senior Center has an agreement with WAVE and the bus is back on the road. Also working with Washtenaw County for the meal program. Also inquired regarding the contract with the assessor.

Janice Kessler commented that she doesn't find a sense of community in Manchester Township, as she goes into the Village. She is hoping that she wishes that there would be a Manchester Township Community Center.

Sybil Kolon commented that she was looking for more feedback at the Planning Commission regarding the Agritourism Ordinance.

**COMMENTS FROM BOARD MEMBERS:**

Fusilier commented he will be interviewed tomorrow morning by a student at Michigan State University regarding how solar farms are impacting the area.

Milkey commented that the Revised Assessor Contract would only take place if the Village became a city. Those within the village are also part of Manchester Township – they will need to look into considering Township Parks or a Community Center. Spoke with their attorney at the Township Retreat and there has been significant discussion regarding the Solar Farm development.

Moutinho thanked Proctor for having the Broadband information on the website. Also expressed disappointment at the Village Newsletter regarding the Broadband Initiative as it listed some misinformation regarding that project.

**CORRESPONDENCE:**

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

**ADJOURNMENT:**

Motion Proctor, second Moutinho, to adjourn the meeting.  
Ayes: All. Absent: Thompson. **CARRIED.**

Board adjourned at 8:18 PM.

Danell Proctor, Clerk

Approved: November 14, 2023