

ST. CLAIR TOWNSHIP
 1539 S. Bartlett Rd. St. Clair, MI 48079
 Phone (810) 329-9042 Fax (810) 329-1198
www.stclairtp.org

St. Clair Township Board Virtual Meeting
 February 1, 2021
 7:00 p.m.

Supervisor Boulter called the St. Clair Township Board Virtual meeting to order via Zoom due to Covid-19 at 7:00 p.m. with the Pledge of Allegiance to the Flag. Roll Call: Present- Trustees Mollan, Kays, Boeck & Hovis, Treasurer Hanrahan and Clerk Skonieczny.

1)Moved by Trustee Kays. Seconded by Trustee Mollan to accept the minutes of the January 18, 2021 Township Board Virtual Meeting. Motion Carried.

2)Moved by Trustee Mollan. Seconded by Trustee Kays to pay all bills.

BILLS TO BE APPROVED 2-1-2021

GENERAL FUND

ELECTION SOURCE	ELECTION	548.00
NATIONWIDE	DEFERRED COMP	283.87
NATIONWIDE	PENSION	323.54
SCC CLERK	NOVEMBER ELECTION	1,458.58
R. HANRAHAN	PETTY CASH	58.89
STAPLES	OPERATING SUPPLIES	170.93
SAM'S CLUB	OPERATING SUPPLIES	71.77
COMMUNITY EDUCATION		
NETWORK	INTERNET	125.00
PLANET TECHNOLOGIES	COMPUTER SERVICES	506.88
SCC RESA	HOSTING	82.70
VERIZON	PHONES	255.95
EXXON MOBIL	TRUCK FUEL	18.40
DTE ENERGY	TOWNSHIP HALL	357.00
MARCOTTE	REFUSE	34,271.43
J & J LAWN	SNOW PLOWING AND SALTING	1,295.00
JANETIZE IT	HALL CLEANING	500.00
CARL'S SEPTIC	PORTABLE RESTROOM	160.00
DTE ENERGY	STREETLIGHTS	48.04

TOTAL GENERAL FUND 40,535.98

ROAD FUND

SCC ROAD COMMISSION	ASPHALT OVERLAY AT VINE/RR, CARRIAGE LN/FREDMOORE, BRIGGEMAN/RR	3,050.82
SCC ROAD COMMISSION	R/R CONCRETE & FIX MANHOLE ON SCOTT B	797.61

TOTAL ROAD FUND 3,848.43

INSPECTION FUND

K. KLIEMAN	INSPECTOR COMMISSION	771.20
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	TOTAL INSPECTION FUND	771.20
SEWER FUND		
R. HANRAHAN	PETTY CASH	3.48
D. CHOPP	TRANSPORTATION	100.80
J. CHOPP	TRANSPORTATION	151.20
DTE ENERGY	PUMP STATION	789.12
D. CHOPP	DPW SERVICES	510.00
J. CHOPP	DPW SERVICES	900.00
DELUDE	PUMP STATION MAINTENANCE STATIONS 1, 3 & 4	3,835.00
BMJ ENGINEERS	SAW GRANT	3,711.36
	TOTAL SEWER FUND	10,000.96
WATER FUND		
PSI	WATER BILLS	397.88
R. HANRAHAN	PETTY CASH	3.47
D. CHOPP	TRANSPORTATION	100.80
J. CHOPP	TRANSPORTATION	151.20
D. CHOPP	DPW SERVICES	1,440.00
DTE ENERGY	WATER METER	29.90
J. CHOPP	DPW SERVICES	1,800.00
ETNA SUPPLY CO	REPAIR CLAMP & METERS	614.00
DELUDE	REPLACED WATER SHUT OFF, WATER MAIN BREAK REPAIR	4,380.00
BMJ ENGINEERS	ASSET MANAGEMENT PLAN	2,455.18
	TOTAL WATER FUND	11,372.43
	TOTAL FOR ALL FUNDS	66,529.00

Roll Call: Yes- Trustees Mollan, Kays, Boeck & Hovis, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

3)Jim Biewer, Chairman of the St. Clair Trails Advisory Committee addressed the Township Board regarding a proposed bike path extension on Fred Moore Hwy. from King Road to the Little League Park. The Trails Advisory Committee would like feedback from the Township Board on this project. No action taken.

4)Moved by Trustee Kays. Seconded by Treasurer Hanrahan to accept the Local Road Funding Assistance Program from St. Clair County Road Commission to co-fund the emergency repair to Klettner Road at Moak Drain. Roll Call: Yes- Trustees Mollan, Kays & Hovis, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulier. No- Trustee Boeck. Motion Carried.

5)Moved by Clerk Skonieczny. Seconded by Trustee Kays to adopt Resolution 21-05-Local Roads System Funding Assistance Program:

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WHEREAS, the St Clair County Road Commission has established the Local Road System Funding Assistance Program through Policy No. 75, as revised October 6, 2009; and

WHEREAS, the Local Road System Funding Assistance Program provides matching funds to the townships for the improvement of local roads in St Clair County; and

WHEREAS, St Clair Township has identified a need to remove and replace deteriorated culverts on Klettner Road bridge over Moak drain using the Local Road System Funding Assistance Program;

NOW, THEREFORE, BE IT RESOLVED, That St Clair Township makes application to the St Clair County Road Commission for funding under the Local Road System Funding Assistance Program for the year 2021 for the above-named road: and

FURTHER, That Mike Boulier, Supervisor, be authorized to sign the application on behalf of St Clair Township.

Roll Call: Yes- Trustees Mollan, Kays & Hovis, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulier. No-Trustee Boeck. Motion Carried.

6)Moved by Clerk Skonieczny. Seconded by Treasurer Hanrahan to approve the Bookkeeper Annual Agreement (attached). Roll Call: Yes- Trustees Mollan, Kays, Boeck & Hovis, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

7)Moved by Trustee Boeck. Seconded by Trustee Kays to approve the Building Official Agreement (attached). Roll Call: Yes- Trustees Mollan, Kays, Boeck & Hovis, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

8)Township Board further discussed the need for a traffic light on Wadhams Road by Love's. Supervisor Boulier will contact the St. Clair County Road Commission for an update on status.

9)Brief Comments from the Floor:

- a) Jerry Leaman questioned status on person living in barn on Allen Road in a RV. Supervisor Boulier stated a letter has been sent out to the owner, but there has been no response.

10)Moved by Trustee Mollan. Seconded by Trustee Boeck to adjourn. Motion Carried.

Meeting adjourned 7:57pm.

Joyce A. Skonieczny
Clerk

REQUEST FOR APPROVAL

FROM JANUARY 2021 THROUGH DECEMBER 2022

CAROL CUNNINGHAM CPA

12 HOURS PER MONTH EXCEPT FOR AUDIT TIME, AND END OF QUARTER

JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
12	10	10	12	*15	12 **20		15	10	10	10	15

*AUDIT PREPARATION

** AUDIT SUPPORT

END IF THE QUARTER

NOT TO EXCEED 150 HOURS FOR 2021

RESPECTFULLY SUBMITTED,

JOYCE SKONIECZNY

CLERK

ROBIN HANRAHAN

TREASURER

12/31/2021

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CONTRACT OF EMPLOYMENT

I accept the offer of employment with St Clair Township for the position of Building Inspector. This contract will run from January 1, 2021 through December 31, 2024.

Requirements:

Inspector must possess and maintain a current State of Michigan Building Inspector and Code Officials Registration and provide the Township with proof of said registration.

Inspector must attend meetings (Township Board, BZA and Planning Commission) as needed, with reasonable notice, compensated at \$25.00 for the first hour and \$25.00 per hour after.

Inspector to be in office Monday, Wednesday and Friday 9:00 am – 12:00 pm to meet with the public, do plan reviews, approve permits, etc.

Wage will be \$25.00/hr. for office hours, paid bi-weekly.

A \$20.00 per month phone allotment.

Inspector will use personal vehicle for inspections, training, etc.

SEMBOIA registration will be paid by the Township (if working for other communities, registration and mileage will be prorated with other communities).

Mileage will be paid for inspections if Township vehicle is not available. Township will reimburse mileage for court cases, training etc., with Township approval.

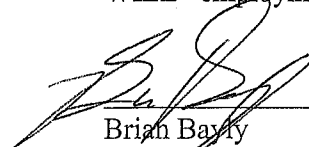
An annual allowance of \$300.00 for training will be paid by Township.

Inspector is required to keep a weekly time sheet, to be submitted Friday before the close of business each week.

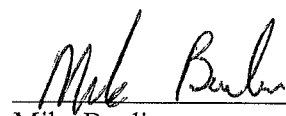
Inspector must be available by phone during Township office hours to answer questions.

This contract does not include benefits.

This contract can be "TERMINATED" by either party within 30 days' notice. This position is an "AT-WILL" employment.



Brian Bayly Date
Building Inspector 2-3-21



Mike Boulter Date
Township Supervisor 2-2-2021