

**CHARTER TOWNSHIP OF ADRIAN
REGULAR BOARD MEETING MINUTES
TOWNSHIP HALL
FEBRUARY 11, 2019
AT 7:00 pm**

Following the pledge to the flag, Supervisor Koehn opened the meeting. Roll call was taken of the board members present: Jim Malarney, Mike Herr, Steve May, Rob Hosken and Jim Koehn, Ray Thompson and Ben Ruesink.

Malarney moved, supported by May, to approve the minutes of the Regular Board Meeting held January 14th, 2019. The motion passed unanimously.

Thompson moved, supported by Ruesink, to approve all the reasonable and customary bills, payments and claims audit vouchers paid or presented for payment. Motion passed unanimously.

Treasurer's Report – Distributed

Public Comment

Inquiry about the Bent Oak / Lenawee Hills intersection was made. Koehn stated it is on the agenda.

Supervisor's Report – Distributed

The last time Green Acres Lawn Service was approved by the Board was at the March 11, 2013 Board Meeting in the amount of \$11,520 per year.

- Jim Koehn stated that he authorized a \$850 annual increase
- Ray Thompson inquired as to whether it should be put out for bid again.
 - Jim Malarney agreed it should be competitively quoted again.
- Rob Hosken stated they have done good job maintaining the cemeteries.
 - Feels they have done a good work trimming around markers
 - They have handled township requests when asked to remove planted flowers and shrubbery.
 - Hauled away fallen tree limbs

Bent Oak / Lenawee Hills Intersection Proposal by L.C.R.C. had no support from the Board.

Attorney's Report – None

Planning Commission Report – Ben Ruesink stated they approved the solar ordinance.

Board of Appeals – None

Fire Department Report – Distributed

Getting quotes to replace the original two garage doors on the west side of the building.

Police Department Report – Distributed

Officer Mike Zsenyuk resigned as of the end of January

Chief Hanselman requested the Board's approval to hire another full time officer in lieu of the recent policy of two part time officers, Tanner has also resigned from part-time status.

- James Briggs is the only full time officer in the department.
- **May moved, supported by Ruesink, to approve the Chief seeking the hire of another full time police officer. The motion passed unanimously.**

Chief Hanselman's email showed that Adrian Township is on the lower end of the scale for hiring and wages at a starting rate has been \$18.00 / hour

- Raisin Township's starting rate for new is \$19.50 and experienced is \$20.50
- Madison's is \$20.40 with a 50 cent increase every 2 months until they reach the top pay scale

- The Board was in unanimous agreement that the starting wage should be \$20.00 per hour
- Hosken moved, supported by Thompson, to approve Police Department's purchase of 3 new Dell computers in the amount of \$2,097.00. The motion passed unanimously.**

Old Business – None

New Business

After reviewing the Commission's list of proposed 2019 projects the Board agreed to that the Road Commission should provide quotes for the projects proposed before any decisions are made.

- Supervisor Koehn explained that employee Personnel Manual last updated as of November 8th, 2010 and should be updated.
- Hosken stated it was a poorly written document
- **Herr moved, supported by Ruesink, to contract INSIGHT HUMAN RESOURCE MANAGEMENT update the personnel manual for the quoted price of \$850. The motion passed unanimously.**

Supervisor Koehn provided 2018 data showing that 4 Township departments and the Police Fund were over budget. 10 Township departments and the Fire Fund spent below budget.

- The Police Department was over budget because of a new car purchase.
- **Hosken moved, supported by May, to reapportion 2018 budgeted Township account amounts from the General Township Department to the Supervisor, Electrical Inspector, Mechanical Inspector and Road Departments as needed. The motion passed unanimously.**

Herr moved, supported by Thompson, to extend the sub-division special assessment district road motion a 5th year. The motion passed unanimously.

Malarney moved, supported by Ruesink, to approve RESOLUTION 2019-02 named Tipton Woods Subdivision Resolution #1 which sets Monday March 11th, 2019 at 7pm as the time for a Public Hearing to establish a special assessment district for subdivision road repair. Motion passed unanimously.

Herr moved, supported by Hosken, to approve paying the 2019 River Raisin Watershed Council Membership Dues. The motion passed unanimously.

Public Comment –

The Board Members explained that they had no solutions to the Calvin Drive paving problem created by Bleeker Farms equipment traveling down the road.

Resident Dan Rubley asked when the North Adrian Cemetery fence was going to be repaired.

- Clerk, Rob Hosken stated the fence was replaced Monday January 28th, 2019.

Adjourned at 8.47 pm

Respectfully submitted,

Rob Hosken, Clerk

James Koehn, Supervisor