

BEDFORD TOWNSHIP BOARD MINUTES
8100 JACKMAN ROAD, TEMPERANCE, MI 48182

January 17, 2017

7:00 pm

PRESENT:

Paul Pirrone, Supervisor
Trudy Hershberger, Clerk
Paul Francis, Treasurer

Michelle Bork, Trustee
TC Clements, Trustee
Rick Steiner, Trustee
Nancy Tienvieri, Trustee

The Regular Meeting of the Bedford Township Board was called to order by Pirrone at 7:00 PM followed by the Pledge of Allegiance.

APPROVAL OF AGENDA – Motion was made by Steiner, seconded by Clements to approve the agenda with the removal of item 7-A, Request for Approval to Purchase a Snow Plow for the Maintenance Department, and the addition of item 8-E, Information Regarding Holiday Dates. Motion carried on a roll call vote as follows: Aye: Francis, Bork, Clements, Steiner, Tienvieri, Hershberger & Pirrone. Nays: None. Excused: None

CONSENT AGENDA

The Consent Agenda contained the following items for approval:

Approval of the January 3, 2017 Township Board minutes.

Acceptance of the General, Savings, Pooled Funds and CD Reports from the Treasurer

Approval of the Revenue/Expense Report and Balance Sheet for the period ending 12/31/2016.

Acceptance of the resignation of Adam Horace from the Bedford Fire Department, effective immediately.

Acceptance of the resignation of David Abalos from the Fire Advisory Board, effective immediately.

Approval of the appointment of Rudy Ruiz to the Fire Advisory board for a partial term ending 12/31/2017.

Acceptance of the resignation of Walt Wilburn from the Housing Authority effective February 28, 2017.

Approval of the appointment of David Abalos to the Downtown Dev. Authority for a term ending 12/31/2021.

Approval of the re-appointment of Joyce Blanton to the Downtown Dev. Authority for a 6th term ending 12/31/2021.

Approval of the re-appointment of Gary Harrell to the Downtown Dev. Authority for a 2nd term ending 12/31/2021.

Motion was made by Clements, seconded by Pirrone to approve the consent agenda as published. Motion carried on a roll call vote as follows: Aye: Francis, Bork, Clements, Steiner, Tienvieri, Hershberger & Pirrone. Nays: None. Excused: None

STAFF REPORTS

REQUEST FOR APPROVAL OF A CHARITABLE GAMING LICENSE FOR GOD'S LIGHTHOUSE MINISTRIES LOCATED AT 8166 DOUGLAS ROAD

Hershberger spoke, stating the God's Lighthouse Ministries is requesting a charitable gaming license at their new location at 8166 Douglas Road. She also stated the township does not give

final approval of the license that is given by the State of Michigan, after the township grants approval and the organization files our resolution and related paperwork to the state. She then invited representatives from the organization to come to the podium to answer questions. Myrta Gschaar, treasurer of the organization and her assistant came forward and gave details of their organization and explained why they were requesting the license. Board members asked questions, with Ms. Gschaar responding. Ms. Gschaar stated the organization has a new name and has applied for their current 501c-3 non-profit designation to be re-established in the new name, offering to send the township a copy when they receive it. Motion was made by Hershberger, seconded by Francis to approve the Charitable Gaming License for God's Lighthouse Ministries, located at 8166 Douglas Road, as presented. Motion carried on a roll call vote as follows: Aye: Francis, Bork, Clements, Steiner, Tienvieri, Hershberger & Pirrone. Nays: None. Excused: None

REQUEST FOR APPROVAL TO HIRE ANTHONY KEANE AS A PART-TIME EMPLOYEE IN THE ASSESSING DEPARTMENT

Pirrone spoke, stating he would like to hire Joe Keane as a part-time employee at the same rate of pay he is currently receiving as a contract employee; this will help Mr. Keane for income tax purposes. He further stated Mr. Keane's knowledge of the GIS program and land divisions is very important for the township; he is currently training township employees in both of those areas. Board members questioned the number of hours he would be working and what his schedule would be. Motion was made by Francis, seconded by Steiner to approve hiring Anthony Joseph Keane as a part-time employee in the Assessing Dept. at the rate of \$25.00 per hour. Motion carried on a roll call vote as follows: Aye: Francis, Bork, Clements, Steiner, Tienvieri, Hershberger & Pirrone. Nays: None. Excused: None

PUBLIC COMMENT

Rudy Ruiz, 481 Webber Dr, Temperance – thanked the board for the opportunity to serve the community again and offered his services in the selection of a new fire chief.

NEW BUSINESS

REQUEST FOR APPROVAL OF OUTSTANDING INVOICES- Motion was made by Hershberger, seconded by Francis to approve the following vouchers for payment: General Fund-\$597,490.25, Fire District-\$4,508.22, Police Fund-\$95,413.83, Park Fund-\$1,365.91, Library Operating Fund-\$3,948.50, Water Revenue Fund-\$1,682.36, Chapel Creek SAD-\$3,640.58, Downtown Development Authority-\$478.66, Sewer Operation & Main. Fund-\$15,974.79, & Trust and Agency Fund-\$325.00 for a total of \$724,828.10. Motion carried on a roll call vote as follows: Aye: Francis, Bork, Clements, Steiner, Tienvieri, Hershberger & Pirrone. Nays: None. Excused: None

REQUEST FOR APPROVAL OF ADDITIONAL COMPENSATION FOR CONTRACTED ASSESSORS

Pirrone spoke, explaining that two outside level 3 assessors came to help the Assessing Dept get property information on the system to be ready for the AMAR. Pirrone further stated that when he approved bringing the assessors in to help, he agreed to pay them \$25.00 per hour, which is more than the township currently pays for seasonal help, without the board's approval because he needed to have them working immediately, he could not wait for a board meeting to get the

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approval, that he is asking for now. Discussion followed as to whether they will be needed in the future and whether it would be wise to have them become contracted employees instead of seasonal. Motion was made by Tienvieri, seconded by Francis to approve the additional compensation for the two outside assessors that came in to assist the Assessing Dept. to meet the quota for AMAR. Motion carried on a roll call vote as follows: Aye: Francis, Bork, Clements, Steiner, Tienvieri, Hershberger & Pirrone. Nays: None. Excused: None

Motion was made by Steiner, seconded by Tienvieri, to continue paying the two outside assessors at the rate of \$25.00 per hour, part-time seasonal, as needed. Motion carried on a roll call vote as follows: Aye: Francis, Bork, Clements, Steiner, Tienvieri, Hershberger & Pirrone. Nays: None. Excused: None

REQUEST FOR DISCUSSION/DIRECTION REGARDING THE PRINTING OF THE TOWNSHIP NEWSLETTER

Hershberger stated she had received a price quote from HELP printers for the printing of the township's newsletter, and is questioning whether the board wants to continue using Office Source at a cost of \$343.00 less, when she believes that Office Source is no longer doing business in Bedford Township. Discussion followed. Motion was made by Clements, seconded by Francis to award the printing job to HELP Printers if it is shown that Office Source is no longer in business in Bedford Township. Motion carried on a roll call vote as follows: Aye: Francis, Bork, Clements, Steiner, Tienvieri, Hershberger & Pirrone. Nays: None. Excused: None

DISCUSSION REGARDING HR EMPLOYEE REVIEW FORMS/SYSTEMS

Clements spoke, explaining the memo and information in the board packet regarding implementing a performance review for township employees. He stated his suggested format is on the last two pages of his documentation and asked for board members comments. Discussion followed, with board members offering suggestions and comments. The consensus of the board was to have Clements make the requested changes and present the paperwork for approval at the next board meeting.

INFORMATION REGARDING HOLIDAY DATES

Tienvieri stated she had requested this item be on the agenda because she felt the board had a responsibility to approve the holiday closure dates, although they were already approved in the current township employee policy manual. Her concern was with regard to the Christmas Eve and New Year's Eve dates since they fall on a Sunday in 2017, and the policy states when a holiday falls on a Sunday, the following day is taken off. In this case the following day is also a holiday. Discussion followed. Motion was made by Clements, seconded by Steiner to approve the holiday closure dates, as presented, for 2017. Motion carried on a roll call vote as follows: Aye: Francis, Bork, Clements, Steiner, Hershberger & Pirrone. Nays: Tienvieri. Excused: None

COMMENTS FROM THE PUBLIC

Logan Tisdale, 1308 Brandywine – spoke to the board regarding employee issues, stating they needed representation.

Vickie Wordelman, 7010 Douglas – commented on issues she has with loud vehicles, speeders, drivers ignoring the no right turn on red signage, and the many accidents on Douglas Road.

REPORT FROM TOWNSHIP BOARD MEMBERS

Steiner – mentioned the need to close out items on the PTR, thanked Clements for his work on the proposed employee performance reviews and suggested possible uses for them. He also suggested the public talk to others about speeding cars on our roads and suggested former fire chief Ruiz look at the new fire chief candidate's applications and give a recommendation.

Bork – stated she has been visiting various cities to get ideas for potential growth and she will be attending an MTA new official's class with Pirrone and Clements.

Clements – mentioned that as liaison to the Park Board he has been assisting them in creating an RFP for repairs to the Parmelee Park skate board park, and it is available on the township's website. He also thanked those who have served on township boards and commissions as well as those who continue to serve. In addition, he watched the fire department resuscitate a resident at the Bedford Senior Center and commended them for the great job they did.

Tienvieri – stated she met with Lt. Phil Dale regarding a cost recovery program and gave the board some info and details; a plan is being put together for Bedford and will be coming to the board in February. She also stated the library is an important site, a true gathering place in Bedford and expressed concerns regarding when the new lights will be installed and potential budget cuts that have been suggested. Pirrone responded to the comments, stating he is looking at contracts in all areas and mentioned possible cuts in cleaning costs. He also questioned the purpose of the current library board, and said he's not planning on cutting services, but is looking for savings. Tienvieri responded and asked to have discussion of the library board on the next meeting.

Hershberger – informed the board that the State of Michigan conducts random audits of individual jurisdictions and their precincts after all Federal and State elections. After the November election this year, Bedford's precinct 11 was chosen to be audited; which was conducted by the county clerk last week. She informed the board that Bedford passed with "flying colors" and thanked her staff and election inspectors for their hard work. She informed the board that the Communications/Media Comm. met last week and discussed the cable ordinance, franchise fees and plan to have a representative from Buckeye come to a meeting. She also commented on potential changes as to how the township newsletter may be printed and distributed, she will be bringing that information to the board in the future. Regarding the cost recovery issue, she mentioned some cost recovery is already being done in the Fire Dept., and would like to be involved with any future discussions or decisions about this issue.

Francis - explained the road project handout for 2017, mentioning some of the roads that will be improved and which roads will receive federal or state funding for the improvements; and saying the handout is ready to be presented to the MCRC. He further mentioned the need to revise the 5 year plan. Francis then mentioned the status of the search for a new fire chief, saying the board is at stage 7 of 9, which is to seek input from the firefighters. A panel has been chosen and will meet with the 2 finalists and then report their recommendation to the board. This issue is targeted to come to the board the 1st meeting in February.

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Pirrone – stated he cannot get rid of any township employees except for his deputy; it takes board action for any removals of employment. He mentioned he has \$23,553 in Metro Funds available at this time, and the striping of downtown Temperance will be delayed until after Lewis Avenue is re-surfaced this year. Snow removal has not begun as yet; we have not had any appreciable amounts of snow to deal with. He has met with Monroe Mayor Clark regarding emergency water needs issues & Mark Jagodzinski from Lake Erie Transit. He attended the BBA meeting and heard information regarding the importance of cyber security, mentioned a major roof problem at the Temperance Fire Station, has been meeting weekly with the road committee regarding funding of 2017 road repairs, and stated that Mike Woolford, County Equalizer has been working with the Assessing Dept. employees to give them direction. He, the clerk and treasurer met with an insurance agent to check on lower insurance costs, the lights for the library have been ordered and the Local 8 Electrical Union is willing to use apprentices to install the lights at a potential cost savings. He is still accepting applications for the Law Enforcement Committee, and is working with Sunrise Windows to keep the company in Bedford.

ADJOURNMENT

The meeting adjourned at 8:57 p.m.

Trudy L. Hershberger
Bedford Township Clerk

Garnet Francis
Deputy Clerk/Recording Secretary