

**Clyde Township Monthly Board Meeting  
3350 Vincent Road  
Clyde Township Hall  
January 17, 2017**

Meeting called to order by Supervisor Manoleas at 7:00 p.m.

Pledge of Allegiance to the Flag

Roll Call: Turner, Voight, McGriff, Neruda, Manoleas, Bates, and Dortman.

**Minutes from the Monthly Meeting of December 20, 2016**

- ✓ Motion by Treasurer McGriff support from Trustee Dortman to approve minutes of December 20, 2016. Yeas: 7 Nays: 0 Motion carried.

**Treasurer's Report**

- ✓ Motion by Trustee Dortman support from Trustee Neruda to approve Treasurer's report presented and subject to audit. Yeas: 7 Nays: 0 Motion carried.

**Monthly Bills Presented**

- ✓ Motion by Treasurer McGriff support from Trustee Dortman to approve the list of bills-pay in reference to list of bills dated December 20, 2016 General/\$11,425.05 Water Department \$234.99 total of \$11,660.04 monthly payroll 32,991.71. Yeas: 7 Nays: 0 Motion carried.

**Agenda additions**

- Motion by Supervisor Manoleas support from Treasurer McGriff to approve the addition of MS4 permit information at the end of New Business. Yeas: 7 Nays: 0 Motion carried.

**Public Comment**

Public Comment started at 7:06 p.m. No public comments. Public Comment closed 7:06 p.m.

**Reports**

**Report from Township Assessor**-Sue Hansman/See attached.

**Report from Building Department**-Rod Cowan/Two new residences one house alteration, one storage building, one certificate of occupancy.

**Report from the Ordinance Officer**-Rod Cowan/See attached report.

**Report from the Fire Department**-Gary May/ Seven medical emergencies, two reported runs for wires down, one false alarm, one PI accident/unfounded, one mutual aid/Grant Township, house fire, one tree in roadway and one illegal burn.

The jaws unit has been repaired and returned to the Fire Department. No charge. One firefighter will be attending a Fire Ground Safety Officer Class in Burtchville during the month of February.

**Report from the Planning Commission**-Report submitted by Wendy Smith, read by Clerk Turner/Election of Officers/Wendy Smith, Chairperson, Kathy Marsh Vice Chair, Maurie Beauvais, Secretary, Maurie also Bd rep on the ZBA.

WSARG Kathy Marsh working on the yearly report. On the topic of Home based businesses the Commission members were asked to bring back a list of items they would like to see included in one combined with Home Occupations. Wind turbine/Jerry Ticknor stated that there are many articles out there. Jerry passed out survey to gather information from the PC members. Creating an ordinance for Solar Farms seemed to be a more urgent matter than wind turbines at this time. Unfinished Business/Master Plan received several proposals, Kathy to update PC members at February meeting with results. Serenity Senior Living motion was made. Due to lack of requested legal direction, the Planning Commission was unable to make a decision regarding the Special Condition Use Application and is returning it to the Township Board for their consideration. Note: A Special Meeting for the Planning Commission was scheduled for January 10, 2017 to address the special use application from Serenity Senior Living. A copy of the confidential letter from the Township attorney will be in everyone's mailbox to read prior to the meeting.

**Report from the Parks and Recreation Committee**-No report due to no meeting for the month of January.

**Report from the Cemetery Advisory Committee**-Franz Neruda/The Committee has recommended to the Township Board the need to start the process to hire a part-time seasonal worker in the DPW department. It was the plan of the Cemetery Committee that this person would assist in cutting grass and other outdoor activities, when and where needed. This topic is on the Board's agenda for discussion later this evening.

Also the Committee is looking into getting the cemetery maps updated and printed. This procedure is done every three years. On average the Township has 45 burials a year. The recent burials and or any corrections would be reflected in the new maps.

**Policy Committee**-Debbie Manoleas not present. However, Supervisor Manoelas stated that Debbie wanted to talk with Helen Hermes, and Clerk Turner.

**Architect Committee**-Kathleen Turner/It was reported that this committee met on January 9, 2017 to look over the plans. Some changes were made. The Committee and architect met on January 16, 2017. Told Mr. Mason of the changes the committee decided on. He will adjust the drawings and plans and will meet with us next Monday, January 23, 2017 at 6 p.m.

**Report from Fire Apparatus Committee**-Dave Dortman/Not too much to update this month. The committee is meeting with Rosenbauer on January 12, 2017 to give them the final information needed for them to begin drawing up specifications and prints to send out for bid after the board approves them. Dave reported that he has been in contact with Mike McGriff regarding the payment, financing, etc. He hopes to have more information on this issue for the next Board meeting in February.

### **Correspondence**

Clerk Turner and Supervisor Manoleas present various correspondence.

Give the policies from the County Road Commission to Maurie on the PC.

Township received letter from County Road Commission for the 2017 annual meetings for various townships. The Township needs to choose a time frame for the date of February 28, 2017. 1 – 3 p.m. 3:30 p.m. – 5:30 p.m. 6:30 p.m. – 8:30 p.m.

The Township decided on 3:30 – 5:30 p.m. Clerk Turner will set up this meeting.

### **OLD BUSINESS:**

### **INVESTMENT POLICY**

- Motion by Supervisor Manoleas support from Treasurer McGriff to approve the Investment Policy as presented. Yeas: 7 Nays: 0 Motion carried.

Supervisor Manoleas explained to the Board that this policy was being revised due to the auditor telling the township that the year of the public act needed to be updated in this policy.

**NEW BUSINESS:**

**NOMINATE BOARD REP FOR THE ZBA**

- Motion by Supervisor Manoleas support from Treasurer McGriff to nominate Franz Neruda to the ZBA as Board rep. Yeas: 7 Nays: 0 Motion carried.
- Motion by Supervisor Manoleas support from Trustee Neruda to nominate Jim Swick as a member on the ZBA for a three year term. Yeas: 7 Nays: 0 Motion carried.

**NOMINATE BOARD REP ALTERNATE FOR THE ZBA**

- Motion by Supervisor Manoleas support from Treasurer McGriff to nominate Fred Wisson as an alternate for a two year term on the Board of Review. Yeas: 7 Nays: 0 Motion carried.

**RESOLUTION 17-1 ROAD RIGHT OF WAY WITH ROAD COMMISSION (ANNUAL OCCURRENCE)**

- Motion by Treasurer McGriff support from Trustee Dortman to approve Resolution 17-1 as presented. Dortman/yes, Voight/yes, Bates/yes, Neruda/yes, Manoleas/yes Turner/yes and McGriff /yes. Motion carried.

**PRINCIPLES OF GOVERNANCE**

Clerk Turner announced that MTA will be sending the Governance form next month. This topic will be on next month's agenda.

**COMPENSATION FOR NON-STATUTORY DUTIES**

Discussion about this topic. Supervisor Manoleas stated that this could be the starting factor on this topic. Board members think it over. This topic will be on next month's agenda.

**SEASONAL WORKER (DPW)**

Discussion about the seasonal part-time worker led by Trustee Neruda.

It was discussed that this person could possibly be a college student to cut grass and weed whip. Trustee Dortman suggested about how the time is being spent on cutting grass. He suggested that the township should acquire another zero tolerance mower. This way it would help with cutting grass quicker in various parks.

- Motion by Trustee Bates support from Treasurer McGriff to move forward on this topic to consider hiring a part-time seasonal employee. Yeas: 6 Nays: 1 Motion carried.

Supervisor Manoleas stated that this topic will be on next month's agenda. In the meantime the Board can think over a rate of pay and when this person would start. It was mentioned that the Board members can think about this topic for 30 days and bring information back to the table for discussion at the next meeting. It was also stated to get some quotes for the zero turn tolerance mower.

Supervisor Manoleas submitted to the Board the Annual storm permit information. He also informed the Board of the latest updates. This completes his duty of informing the Township Board according to the requirements for the MS4 permit. He also commented that he may be presenting other information in the future on this topic.

### **Tidbits**

#### SECOND PUBLIC COMMENT

- Motion by Supervisor Manoleas support from Trustee Neruda to adjourn meeting. Yeas: 7 Nays: 0 Motion carried

Meeting adjourned at 8:31 p.m.

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Respectfully submitted and  
prepared by Kathleen Turner, Clerk

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Approved by Ernie Manoleas  
Supervisor

**Clyde Township  
Special Meeting  
3350 Vincent Road  
Clyde Township Hall  
February 8, 2017**

Meeting called to order by Supervisor Manoleas at 7:00 p.m.

Pledge of Allegiance to the Flag

Roll Call: Bates, Turner, Dortman, Manoleas, Voight, McGriff, and Neruda.

Supervisor Manoleas opened meeting then handed it over to Clerk Turner being that she is a member of the Architect Committee.

Clerk Turner reported to the Township Board and audience about the beginning of this project. Started out with a money figure of 1 million plus. Did some trimming of the fat, reduced the price by \$300,000.00 plus. First designs showed additions to the north and south of the existing building. With the trimming the southern addition was deleted along with the basement, and did some rearranging of the offices inside the building. She also talked about the CIP and how much money has already been put aside for Township Hall improvements which is \$80,000.00.

Clerk Turner handed the meeting over to Mr. Greg Mason the architect from CHMP for his presentation. He presented the drawings that his firm developed. Also discussed the various plans inside and outside the building.

Board members asked various questions. Mr. Greg Mason answered the questions and supplied a lot of information for the Township Board to consider.

He also went through the Section 2 and Section 3 outline specifications in the Preliminary Design Report dated revised January 23, 2017 that he had submitted to the Board members for their review.

The Township Board addressed the financing part of this project.

A few concerns were mentioned from various Board members. First, possibly making the Deputy Clerk's office a little larger. Second, no windows in the new meeting room on the east side. Third, concerns about the large amount of cash collected during tax time, the counter and the ability to service people at the counter and the Treasurer's office not being closer to the counter. Discussion on this topic. It was determined that Mr. Greg Mason will come to the Hall on a scheduled date to discuss this matter with the Treasurer, Clerk and the Deputy Clerk. Mr. Greg Mason was sure that something could be worked out. He also suggested that the

Township Board members visit Hadley Township Hall. His firm did the renovations and this community is similar to Clyde Township. The Board discussed the possibility of a road trip to visit Hadley Township.

The Board was informed that the next step would be the bidding project and the specifications. By doing the bidding project the Township would get actual numbers, so the Township would be able to arrange financing for this project.

It was discussed that the Township could move forward with Task I and Task II in order to get these figures for consideration.

- ✓ Motion by Clerk Turner support from Treasurer McGriff to continue with Task I, \$8,500.00 and Task II 33,404.00 as presented of CHMP proposal letter dated February 2, 2017.

Roll Call Vote: Voight/yes, Neruda/yes, McGriff/yes, Manoleas/yes, Bates/yes, Dortman/yes, and Turner/yes. Motion carried.

Meanwhile, Mr. Greg Manson will meet with Treasurer McGriff, Clerk Turner, and the Deputy Clerk for discussion on the designs. Road trip to Hadley Township will be planned. After that another Special Meeting will be scheduled.

- ✓ Motion by Supervisor Manoleas support from Treasurer McGriff to adjourn. Yeas: 7 Nays: 0 Motion carried.

Meeting adjourned at 9:04 p.m.

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Respectfully submitted and  
prepared by Kathleen Turner, Clerk

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Approved by Ernie Manoleas  
Supervisor

**Clyde Township Monthly Board Meeting  
3350 Vincent Road  
Clyde Township Hall  
February 21, 2017**

Meeting called to order by Supervisor Manoleas at 7:00 p.m.

Pledge of Allegiance to the Flag

Roll Call: Bates, Neruda, Turner, Manoleas, Voight, Dortman, and McGriff.

**Minutes from the Monthly Meeting of January 17, 2017**

- ✓ Motion by Treasurer McGriff support from Trustee Dortman to approve minutes of January 17, 2017. Yeas: 7 Nays: 0 Motion carried.

**Minutes from the Special Meeting of February 8, 2017**

- ✓ Motion by Treasurer McGriff support from Supervisor Manoleas to approve minutes of February 8, 2017. Yeas: 7 Nays: 0 Motion carried.

**Treasurer's Report**

- ✓ Motion by Trustee Voight support from Trustee Neruda to approve Treasurer's report presented and subject to audit. Yeas: 7 Nays: 0 Motion carried.

**Monthly Bills Presented**

- ✓ Motion by Treasurer McGriff support from Trustee Dortman to approve the list of bills-pay in reference to list of bills dated February 21, 2017 General/\$20,273.92 Water Department \$38,297.67 total of \$58,571.59 and monthly payroll of \$27,989.80 Yeas: 7 Nays: 0 Motion carried.

**Agenda additions** - None

**Public Comment**

Public Comment started at 7:06 p.m. Public Comment closed at 7:06 p.m.

**Reports**

**Report from Township Assessor**-submitted by Sue Hansman/No report required this month.



**Report from Building Department**-Rod Cowan/No report this month.

**Report from the Ordinance Officer**-Rod Cowan/No report this month.

**Report from the Fire Department**-submitted by Gary May/read by Clerk Turner-Report attached to these minutes

**Report from the Planning Commission**/Wendy Smith-This report attached to these minutes.

Supervisor Manoleas stated that Fred Fuller from Huron Consultants has information to finish the Master Plan topic. Discussion with Kathy Marsh and Wendy Smith that Treasurer McGriff suggested to put this topic under New business and the other various quotes given to the Board members for their consideration. Clerk Turner will add this topic to the board's agenda for next month with the supporting paperwork for the Board members to study.

**Report from the Parks and Recreation Committee**-Kathie Toth/She reported the ongoing situation with the soccer field and the drain tile. The tile drain project should be done in July and take about 1 week to complete. She also reported that this will be done in between baseball and the soccer people using the fields. The quote received from the company is still good. The Rec Department did not get the grant that was applied for though Fred Fuller of Huron Consultants. It was discussed that the Rec Committee will regroup on this topic, and maybe try again for a grant next year.

**Report from the Cemetery Advisory Committee**-Kathleen Turner/No meeting, no report.

**Policy Committee**-Debbie Manoleas reported the policies are close to being done. She had been sick for three weeks.

**Architect Committee**-Kathleen Turner/The architect needs the following questions answered: Security System, need to put in the electrical just in case the township decides to have outdoor cameras, card door locks, would the township use them, and where??? East windows on the meeting room?

This topic is moving along. Some members of the Board and office staff went over to Hadley Township to check out their building last week. The layout is similar to what Clyde Township is looking at. The architect was here at the Township Hall today with some adjusted designs, showing where the built in cabinets would be. The above questions need to be addressed so that the architect can continue and finish the drawings to

get through the phases I and II that the Township has approved.

**Report from Fire Apparatus Committee-Dave Dortman**-Nothing this month. Trustee Dortman reported to the Township Board that more information will be coming.

**Correspondence**/Supervisor Manoleas and Clerk Turner. Clerk Turner read a letter submitted by Helen Hermes. She is on the Policy Committee. The letter brought up the topic of the policies that the committee has been working on. Discussion about the chapters that are ready. It was mentioned that Chapters 1-3 and Chapters 5-7 are ready. Debbie Manoleas stated that she has Chapter 4 and it needs some work. She will bring in a copy of the policies so Clerk Turner can make copies for the Board members.

**OLD BUSINESS:**

**COMPENSATION FOR NON-STATUTORY DUTIES**

It was discussed that the Trustees at the Annual Meeting last year received a raise. It was mentioned that the other elected officials, Supervisor, Clerk and Treasurer got an increase the prior year. It was addressed what Clerk Turner is doing (dealing with Fire Runs) and involved in committees that are not listed as regular statutory duties. Supervisor Manoleas does a lot and he believes that it is his duty. Discussion. It was mentioned that Clerk Turner keep track and report hours spent on the aforementioned tasks. Clerk Turner replied that instead of having anything done at this point of time, wait for the Annual Meeting in June to further discuss and address this issue. This is when the residents of the Township can voice their opinions and voice what they think should happen on this topic.

It was also discussed and agreed upon that when an issue needs a committee for further investigating, and when the committee is formed at that time compensation for those committee members will be determined.

Supervisor Manoleas requested to receive budgets from all department heads.

**SEASONAL WORKER (DPW) & FORM ON SEASONAL WORKER**

Discussion on the seasonal worker. Trustee Bates developed a form for the Board members to keep this topic on track. Discussion about addressing this issue later on the agenda under letter of agreement.

- ✓ Motion by Trustee Dortman support from Clerk Turner to make the wage for the future seasonal worker at \$10.00 an hour. Yeas: 7

Nays: 0 Motion carried.

**PRINCIPLES OF GOVERNANCE FORM**

Clerk Tuner reported to the Board that MTA has not mailed out the form yet. Perhaps the Township will receive the form to discuss on next month's agenda.

**REVISED LOT SPLIT PROCEDURE**

- ✓ Motion by Supervisor Manoleas support from Trustee Neruda to approve the revision of the Lot Split Procedure. Yeas: 7 Nays: 0 Motion carried.

**NEW BUSINESS:**

**SAND PERMIT (BURGESS)**

Paperwork mailed out to Burgess. Put this topic on next month's agenda.

**LETTER OF AGREEMENT FROM UNION**

Discussion about the letter of agreement from the Union.

- ✓ Motion by Supervisor Manoleas support from Treasurer McGriff to approve the letter of agreement concerning the part time seasonal worker from the Union. Yeas: 7 Nays: 0 Motion carried.

**BS & A INVOICE (BLDG. PROGRAM RENEWAL)**

- ✓ Motion by Supervisor Manoleas support from Treasurer McGriff to approve the BS & A invoice of \$1,018.00 for the Building Annual support. Yeas: 7 Nays: 0 Motion carried.

**WATER RATE HIKE FROM KIMBALL TOWNSHIP**

Discussion on this increase. The Board decided to keep this information for future discussion on this topic. The amount of the total water customers in Clyde Township is 767.

**MI-MABAS MUTUAL AID AGREEMENT (FIRE DEPARTMENT)**

Supervisor Manoleas announced that this agreement was forwarded to the Township attorney for his opinion. The Supervisor stated that this is a standard agreement.

- ✓ Motion by Treasurer McGriff support from Trustee Neruda to approve the MI-MABAS Aid Agreement. Yeas: 7 Nays: 0 Motion carried.

**QUOTES FOR ZERO TURN MOWER**

Discussion on the quotes.

- ✓ Motion by Trustee Voight support from Trustee Neruda to purchase the Gravelly with the air ride suspension from Lynch's Small Engine for the price of \$9,600.00. Yeas: 6 Nays: 1 Motion carried.

**BUDGET ADJUSTMENTS**

Discussion about the list of budget adjustments submitted.

- ✓ Motion by Treasurer McGriff support from Supervisor Manoleas to approve the budget adjustments dated February 21, 2017. Yeas: 7 Nays: 0 Motion carried.

**IT SERVICE**

Discussion about the present IT guy that the Township does business with. Had him for a long period of time. Discussion about his situation and the possibility of getting a different IT provider for the Township. Supervisor Manoleas reported that he got some quotes. He mentioned that the person from High Tec was impressed on the health of our server. Supervisor Manoleas will get more information for the Board and he would like the Board to look over the information.

On next month's agenda. Supervisor Manoleas will get more information.

**SECOND PUBLIC COMMENT**

Ed Smith was present and wanted to speak. He is the representative to Congressman, Paul Mitchell, and he also worked for Candice Miller. He also stated that he had experience being a Supervisor. He wanted to introduce himself. Discussion.

- Motion by Supervisor Manoleas support from Trustee Dortman to adjourn meeting. Yeas: 7 Nays: 0 Motion carried

Meeting adjourned at 9:29 p.m.

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Respectfully submitted and  
prepared by Kathleen Turner, Clerk

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Approved by Ernie Manoleas  
Supervisor

**Clyde Township Monthly Board Meeting  
3350 Vincent Road  
Clyde Township Hall  
March 21, 2017**

Meeting called to order by Supervisor Manoleas at 7:00 p.m.

Pledge of Allegiance to the Flag

Roll Call: Bates, Manoleas, Dortman, Turner, Voight, Neruda, and McGriff.

**Minutes from the Monthly Meeting of February 21, 2017**

- ✓ Motion by Treasurer McGriff support from Trustee Dortman to approve minutes of February 21, 2017. Yeas: 7 Nays: 0 Motion carried.

**Treasurer's Report**

- ✓ Motion by Trustee Bates support from Trustee Dortman to approve Treasurer's report presented and subject to audit. Yeas: 5 Nays: 2 Motion carried.

**Monthly Bills Presented**

- ✓ Motion by Trustee Dortman support from Trustee Voight to approve the list of bills-pay in reference to list of bills dated March 21, 2017 General/\$56,396.32 Water Department \$201.37 total of \$56,597.69 and monthly and quarterly payroll of \$40,647.91 Yeas: 7 Nays: 0 Motion carried.

**Agenda additions**

**Public Comment**

Public Comment started at 7:00 p.m. Edith Stein mentioned about the Planning Commission and getting their agenda and minutes out and available for the audience. Kathy Marsh stated her concerns about the money spent to Huron Consultants concerning the master plan. She stated that the Township should not pay Huron Consultants for the by-laws because she did them. She also expressed her feelings that the Planning Commission get the right planner for this project. Helen Hermes concerns about the policies. Supervisor Manoleas commented that it started when Mike Marks was the Supervisor. The original members were Debbie Manoleas, Helen Hermes, and Jim Marsh and because of their work schedules did not have many meetings. Jim resigned. Clerk Turner took his place. The Committee met according to Debbie's work schedule. Then later it was determined and dicussed that any two members of the Policy Committee could meet and work on them. So after about eight years a lot of information to read helping the

committee clean up policies, it shows disrespect to the people on the committee by not acknowledging these policies. There was a discussion about waiting for the whole manual to be complete as so not to piece meal the policy manual. Policy Committee got limited feedback. Trustee Voight voiced that he had a few typos otherwise it looks good. It was discussed to give the new members of the Board a chance to look over this manual.

Kathy Marsh requested to have her comment put in the minutes "that the Township Board please hire professional planners as the commission needs their expertise help." "Metro Planning is the middle bidder and gives the commission a lot more help and direction". Attached to these minutes supporting documentation on this topic.

Closed Public Comment closed at 7:24 p.m.

## **Reports**

**Report from Township Assessor**-submitted by Sue Hansman/No report.

**Report from Building Department**-Rod Cowan/See attached report.

**Report from the Ordinance Officer**-Rod Cowan/See attached report.

**Report from the Fire Department**-Gary May/ See attached report

**Report from the Planning Commission**-Submitted by Wendy Smith/read by Clerk Turner. See attached report.

**Report from the Parks and Recreation Committee**-submitted by Kathie Toth/The Committee got an extended bid concerning the drain tile. It is scheduled to be done the last week of July. The Committee is also planning with Port Huron Rec department some day in the spring to have someone come out and teach Pickle Ball. Also had a discussion about the list of repairs and maintenance given to the Board members last year in their mail box. Since the Board has new members it was asked to circulate that list again.

**Report from the Cemetery Advisory Committee**-Kathleen Turner/See attached report.

**Policy Committee**-Debbie Manoleas submitted report/ Clerk Turner read-See attached report.

**Architect Committee**-Kathleen Turner/Discussion. It was determined a Special Meeting of the Township Board will be scheduled for March 27, Monday, 6:30 p.m.

**Report from Fire Apparatus Committee**-Dave Dortman/ He reported that proposals would be going out this coming Friday.

**Correspondence**

Supervisor Manoleas and Clerk Turner  
Supervisor Manoleas had letter from Par Plan concerning grant information. He thought this would be helpful to the Rec Committee. He will give this information to Chairperson, Kathie Toth.

Clerk Turner had an e-mail from Chemical Bank about the remote deposit situation. Treasurer McGriff assured the Board that this situation has been set up already.

**OLD BUSINESS:**

**PLANNING COMMISSION'S RECOMMENDATION FOR MASTER PLAN**

Supervisor Manoleas explained that he talked with David Struck at Metropolitan Planning. It seems that some information got misconstrued. The Master Plan does not have to be modified so much. It was agreed that the Master Plan does need to be looked at every five years.

Kathy Marsh stated that the transportation law needed to be reflected in the Master Plan.

Supervisor Manoleas will look into this and he asked that this topic be put on next month's agenda. It will get done properly the Township has the whole year of 2017, and it will get done properly.

- ✓ Motion by Treasurer McGriff support by.....to put this issue on next month's agenda. Died for lack of support.

In depth discussion on this topic. Supervisor Manoleas mentioned that it will get done properly and get further information on this topic. Clerk Turner asked if this information could include a letter from Mr. David Struck, Metropolitan Planning stating what actually needs to be done, so that everyone is on the same page, as to what is needed to finish the Master Plan topic.

**IT SERVICE**

Supervisor Manoleas discussed the three quotes that were received by the Board last month. Discussion.

- ✓ Motion by Trustee Neruda support from Treasurer McGriff to

approve the quote from High Tech for the price of \$288.00 a month for a yearly contract for IT support. Yeas: 6 Nay: 1 Motion carried.

**SAND PERMIT (BURGESS)**

Clerk Turner asked Nick Burgess about getting a copy of the water test because this was the second year, and the Township usually gets a water report the second year. Nick will work on it. Also got into a discussion about the soil permit. The one presented with the permit paperwork will expire in May, he will send updated soil permit. It was discussed about adding this topic on the Special Meeting on Monday, March 27, 2017 at 6:30 p.m.

**POLICIES/CHAPTERS 1-3 AND CHAPTERS 5-7**

Discussion about the new board members having time to look these suggested policies. This topic will be on next month's agenda. It was discussed to approve as a draft.

**NEW BUSINESS:**

**FIRE DEPARTMENT GRANT**

- ✓ Motion by Supervisor Manoleas support from Treasurer McGriff to approve quote from Kintek Corp for the skid unit priced at \$9,490.00/DNR grant will reimburse half of this amount. Yeas: 7 Nays: 0 Motion carried.

**BUDGET ADJUSTMENT**

- ✓ Motion by Treasurer McGriff support from Supervisor Manoleas to approve the budget adjustment list dated March 21, 2017 as presented. Yeas: 7 Nays: 0 Motion carried.

**AT LARGE DRAIN INVOICE**

- ✓ Motion by Treasurer McGriff support Trustee Voight to approve the payment of invoice for drains at large (Doe Creek/ \$290.33 Galbraith Maint/\$1,848.31, Kells/\$293.85, Odette/\$160.26, Price/\$694.44 for the total payment of \$3,287.19. Yeas: 7 Nays: 0 Motion carried.

**INCREASE WATER SECURITY DEPOSIT**

- ✓ Motion by Trustee Neruda support from Trustee Voight to approve



the increase of the water security deposit from \$200.00 to \$250.00.  
Yeas: 7 Nays: 0 Motion carried.

**Tidbits**

Road Commission questions.

SECOND PUBLIC COMMENT

Helen Hermes concerns about Comcast.

- ✓ Motion by Supervisor Manoleas support from Trustee Dortman to adjourn meeting. Yeas: 7 Nays: 0 Motion carried

Meeting adjourned at 9:30 p.m.

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Respectfully submitted and  
prepared by Kathleen Turner, Clerk

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Approved by Ernie Manoleas  
Supervisor

**Clyde Township  
Special Meeting  
3350 Vincent Road  
Clyde Township Hall  
March 27, 2017**

Meeting called to order by Supervisor Manoleas at 6:30 p.m.

Pledge of Allegiance to the Flag

Roll Call: Voight, Neruda, Manoleas, Turner, Dortman, Bates, and McGriff.

Also present Architect, Mr. Greg Mason from CHMP, and Eric Ostling, Project Engineer from Huron Consultants.

First topic for discussion is the renewal of the Burgess Sand Permit. The Township received the water test report from the St. Clair County Health Department. Also received letter from Burgess requesting a variance to the operating hours of the sand pit and a special time to open to take trucks out of the working yard to start business. This was granted last year.

The Township Board has received copies of this information for their consideration. Discussion.

- ✓ Motion by Treasurer McGriff support from Supervisor Manoleas to approve the Burgess Sand pit renewal permit for the 2017 year. Yeas: 7 Nays: 0 Motion carried.
- ✓ Motion by Supervisor Manoleas support from Treasurer McGriff to approve the letter as presented by Burgess for Ruby Sand and Gravel dated March 22, 2017 addressing the extended operating hours Monday-Friday, 7 a.m. to 6 p.m. and Sat. 7 a.m. to 12 p.m. noon, also to operate exit only for empty trucks at 5 a.m. not to return until 7 a.m. if complaints arise will look this topic over again. Yeas: 6 Nays: 1 Motion carried.

#### RENOVATION PROJECT

Discussion about the Township finding another place to conduct business during the renovation project. In doing this the construction phase could be done quicker. It was discussed that Greg Mason would need to know this information before he sends the bids out. Will the project be done in one phase or two phases. This decision will affect the price of the project. He also mentioned that the present Township Hall has several code violations.

Clerk Turner presented to the Township Board a letter from the Township attorney, Gary Fletcher addressing some concerns and giving advice, opinions and guidance on how to handle the total renovation project.

Mr. Greg Mason went through the list on the minutes from the last Architect Committee meeting. One of those items was that the Township Board look over the list of contractors he presented. He said that getting names of local contractors in the area would be helpful to keep the process going. It was mentioned that Task III at a cost of \$2,500.00 would need to be approved to allow him to continue the bidding process. The time frame would be April 11<sup>th</sup> to May 2 to have contractors send in their bids. April 18<sup>th</sup> around 10 a.m. would be a day for the contractors to come look over the building in order for them to figure their bids. This way when all of this is accomplished the Township will have a more solid number for this project in order to get financing. It was talked about the USDA Rural Water Association for a loan.

- ✓ Motion by Trustee Neruda support from Treasurer McGriff to approve Task III, with CHMP to continue with the bidding process for the renovation project for the Township Hall in the amount of \$2,500.00. Yeas: 7 Nays: 0 Motion carried.

The Township needs to look over contractor's list, look into financing, and finding a place to relocate the offices temporarily.

- ✓ Motion by Supervisor Manoleas support from Trustee Dortman to adjourn meeting. Yeas: 7 Nays: 0 Motion carried.

Meeting adjourned at:

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Respectfully submitted and  
prepared by Kathleen Turner, Clerk

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Approved by Ernie Manoleas  
Supervisor

**Clyde Township Monthly Board Meeting  
3350 Vincent Road  
Clyde Township Hall  
April 18, 2017**

Meeting called to order by Supervisor Manoleas at 7:00 p.m.

Pledge of Allegiance to the Flag

Roll Call: Manoleas, Bates, Dortman, Turner, Voight, McGriff, and Neruda.

**Minutes from the Monthly Meeting of March 21, 2017**

- ✓ Motion by Treasurer McGriff support from Trustee Dortman to approve minutes of March 21, 2017. Yeas: 7 Nays: 0 Motion carried.

**Minutes from the Special Meeting of March 27, 2017**

- ✓ Motion by Treasurer McGriff support from Trustee Neruda to approve minutes of March 27, 2017. Yeas: 7 Nays: 0 Motion carried.

**Treasurer's Report**

- ✓ Motion by Supervisor Manoleas support from Trustee Neruda to approve Treasurer's report presented and subject to audit. Yeas: Nays: Motion carried.

Discussion about the rates and the CDs that the Township has in the banks. It was decided to keep the CD amounts to \$250,000.00 so it is protected and the overage of money with the CD be put in a checking account for now. It was also mentioned by various Board members that the old format for the Treasurer's report would be preferred over the present report presented to the Board. Treasurer McGriff stated he will work on that.

**Monthly Bills Presented**

- ✓ Motion by Treasurer McGriff support from Trustee Dortman to approve the list of bills-pay in reference to list of bills dated March 18, 2017 General/\$36,671.58 Water Department \$100.16 total of \$ 36,771.74 and monthly payroll of \$42,387.10. Yeas: 7 Nays: 0 Motion carried.

**Agenda additions** –Motion by Clerk Turner support from Supervisor Manoleas to add budget adjustments to the end of New Business. Yeas: 7 Nays: 0 Motion carried.

**Public Comment:** Started at 7:25 p.m. Kathy Marsh mentioned that she needed a copy of the bills. Helen Hermes mentioned that the following topic was for animal lovers. She heard that the Fire Departments now have oxygen masks for animals. Trustee Dortman replied that the Clyde Fire Department will be getting this mask. Public Comment closed at 7:27 p.m.

## **Reports**

**Report from Township Assessor-**submitted by Sue Hansman/See attached report.

**Report from Building Department-**Rod Cowan/See attached report.

**Report from the Ordinance Officer-**Rod Cowan/See attached report.

**Report from the Fire Department-**submitted by Gary May-Clerk Turner read/See attached report.

**Report from the Planning Commission**/Wendy Smith-No report no meeting for the month of April. May meeting has been rescheduled to May 4, Thursday at 7 p.m. Discussion about the possibility of changing the meeting date for the Planning Commission to better accommodate, the Building Inspector's schedule. It was mentioned that if the date is changed it would have to be changed in the Planning Commission By-Laws.

**Report from the Parks and Recreation Committee-**Kathie Toth/The Committee would like approval to get a Facebook page in order to advertise what the Township has to offer. Pickle ball, tennis and other things. It was discussed that Stacey is looking into getting the Facebook page up and running for the Township. It was also mentioned about the list of repairs the committee worked on and when budget time comes along if a line item to pay the part time person for these repairs, the Parks and Recreation would pay. This was discussed. Then Kathie asked what her responsibility is because Cathy Jowett calls her to ask if she knows information pertaining to the parks or other information to inform the soccer people, or the baseball people. Discussion.

**Report from the Cemetery Advisory Committee-**Kathleen Turner/The Committee had a April 5, meeting. It was a good meeting made a lot of progress on changes to the Cemetery Ordinance. The main goal is to update some of the issues that have been changing during the last few years. Discussion about revising the fee schedule again. This topic is still a work in progress.

**Policy Committee-** Debbie Manoleas was called to Lansing and she is still working on Chapter 4, Financing.

**Architect Committee-**Kathleen Turner/She reported that the preliminary bid meeting was this morning, April 18, at 10 a.m. Architect, Greg Mason, was present to talk with the contractors that showed up for this meeting. It was reported to Clerk Turner that three contractors showed up. Mr. Mason was disappointed. He will send the three names to Clerk Turner and will discuss what is next. Supervisor Manoleas stated that he has talked with Howard Stein, and Don C. They are working and looking for some place to go during construction. They said that the Republican building would not work out for the Township. Clerk Turner checked with MTA and reported that the Township can have offices outside the boundaries of the Township, however, the meetings need to be held within the boundaries of the Township. Discussion about having the meeting over at the Fire Hall. Treasurer McGriff reported to the Township Board about some of his findings about the financing end of this project. He requested borrowing \$600,000.00 to \$800,000.00/ 10-15 year loan, different rates available along with adjustable rates. Payments could be \$54,000.00/year to \$96,000.00. The USDA paperwork for a loan could take 6 months. Discussion.

**Report from Fire Apparatus Committee-Dave Dortman-**Dave reported to the Township Board about the Special Meeting on April 25, 2017 at 6:30 p.m. to receive and open bids for the mini-pumper truck.

**Correspondence/**Supervisor Manoleas and Clerk Turner. Supervisor Manoleas had information concerning the backup system to the server. This service from the new IT people will be \$35.00 a month more for a total of \$380.00 monthly fee. Clerk Turner had a letter from Michigan Community Underwriters concerning cyber insurance. Discussion. Supervisor Manoleas will check with the IT people about this topic.

## **OLD BUSINESS:**

### **MASTER PLAN**

The Board had a discussion on this topic. The Board also received an email from David Struck, Metropolitan Planning which stated the Township did not need an AICP. Supervisor Manoleas stated that this topic could get done by Huron Consultants and the money that has already been spent with a little extra. This amount would be below what the Planning Commission recommended \$12,600.00. It was also stated that the Master Plan needs to be reviewed every five years which means the Township's Master Plan needs reviewing in the year 2017, which is not over yet. It was stated that the Township still has time to do this.

It was decided to let Charlene Biessel go next on the agenda, because she needed to leave. There was a discussion about appointing her to the Planning Commission and also the Parks and Recreation Committee. Supervisor Manoleas explained to her about the positions available. It was decided that Charlene and Clerk Turner will talk tomorrow.

**POLICIES CHAPTERS 1-3/CHAPTERS 5-7**

Discussion.

- ✓ Motion by Trustee Voight support from Clerk Turner to accept and approve of chapters 1-3 and chapters 5-7 to be submitted into the Township Policy Manual. Yeas: 7 Nays: 0 Motion carried.

**SEASONAL WORKER**

Discussion about how to advertise for this position. Clerk Turner reported to the Township Board that she has received two applications already. She asked how the second person heard of the position. It was on Facebook. After discussion on this topic, it was decided \$10.00 an hour, up to 25 hours per week and it was also decided to use the Fire Department's Facebook page to advertise this position. An Interviewing Committee was formed. Members include Supervisor Manoleas, Trustee Voight, and Trustee Neruda. It was decided to add this topic to the Special Meeting scheduled for May 2, 2017 with the Architect.

**NEW BUSINESS:**

**APPOINT INTERESTED PERSON TO PC AND PARKS AND RECREATION COMMITTEE**

Already addressed this topic earlier on the agenda.

**RESOLUTION 17-2 NORTHEASTERN WATERSHED**

- ✓ Motion by Trustee Dortman support from Treasurer McGriff to approve Resolution 17-2 Northeastern Watershed.

Roll Call Vote: Voight/yes, Neruda/yes, Bates/yes, Dortman/yes, Turner/yes, Manoleas/yes and McGriff/yes. Motion carried.

**SALE OF EXCESS FIRE DEPARTMENT COMMUNICATION EQUIPMENT**

- ✓ Motion by Treasurer McGriff support from Supervisor Manoleas to approve selling the excess communication equipment that is no longer needed by the Clyde Township Fire Department. Yeas: 7 Nays: 0 Motion carried.

**RESOLUTION 17-3 OPPOSING CONSTRUCTION OF A NUCLEAR WASTE REPOSITORY IN THE GREAT LAKES BASIN**

- ✓ Motion by Treasurer McGriff support from Trustee Voight to approve Resolution 17-3 concerning the Waste Repository in the Great Lakes Basin.

Roll Call Vote: McGriff/yes, Bates,/yes, Dortman/yes, Turner/yes, Manoleas/yes, Neruda/yes, and Voight/yes. Motion carried.

**WORK ORDERS/ROAD COMMISSION**

- ✓ Motion by Treasurer McGriff support from Trustee Voight to approve work order for various crossroad culverts approved by the Supervisor in the amount of \$5,000.00. Yeas: 7 Nays: 0 Motion carried.
- ✓ Motion by Treasurer McGriff support from Supervisor Manoleas to approve work order for 2 applications of calcium chloride in the amount of \$37,000.00. Yeas: 7 Nays: 0 Motion carried.
- ✓ Motion by Treasurer McGriff support from Trustee Neruda to approve work order for 91 loads of 22A limestone in the amount of \$87,353.00. Yeas: 7 Nays: 0 Motion carried.
- ✓ Motion by Supervisor Manoleas support from Treasurer McGriff to approve the work order to replace failed crossword culvert on Cole Road in the amount of \$12,500.00. Yeas: 7 Nays: 0 Motion carried.
- ✓ Motion by Treasurer McGriff support from Supervisor Manoleas to approve the work order to replace failed culvert on Vincent Road in the amount to \$2,100.00 to be taken out of the Water Fund. Yeas: 7 Nays: 0 Motion carried.
- ✓ Motion by Treasurer McGriff support from Supervisor Manoleas to approve the work order for boom axing on various roads in the amount of \$4,000.00. Yeas: 7 Nays: 0 Motion carried.
- ✓ Motion by Trustee Neruda support from Treasurer McGriff to approve the work order for 26 loads of 22A limestone which the



Township cost of 20 percent will be in the amount of \$24,958.00.  
Yeas: 7 Nays: 0 Motion carried.

**ADDITON TO THE AGENDA**

**BUDGET ADJUSTMENTS**

- ✓ Motion by Clerk Turner support from Treasurer McGriff to approve budget adjustment presented. Yeas: 6 Nays: 0 Motion carried.

Budget adjustment attached to these minutes.

**SECOND PUBLIC COMMENT**

- Motion by Supervisor Manoleas support from Turstee Dortman to adjourn meeting. Yeas: 7 Nays: 0 Motion carried

Meeting adjourned at 9:32 p.m.

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Respectfully submitted and  
prepared by Kathleen Turner, Clerk

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Approved by Ernie Manoleas  
Supervisor

**Clyde Township  
Special Meeting  
3350 Vincent Road  
Clyde Township Hall  
May 2, 2017**

Meeting called to order by Supervisor Manoleas at 10:00 a.m.

Pledge of Allegiance to the Flag

Roll Call: Neruda, Manoleas, Turner, Dortman, Voight, Bates and McGriff.

The purpose of this meeting is to receive and open bids from contractors for the renovation/addition to the Township Hall. Greg Mason, of CHMP will handle the receiving and opening of bids from various contractors. Clerk Turner will record them on a bid tabulation sheet.

Boddy Construction - \$1,097,958.00

Brencal Contractors - \$1,295,000.00

Cedroni Associates - \$1,087,000.00

E & L Construction - \$1,396,800.00

Discussion about what to do next. I was stated by the Architect that he was disappointed by the response. He stated that the Township should take the two lowest bids and he could attempt to talk with them to see if he could get the prices lowered a little. Other options on the table, low out the bids and re-figure the plans, take the lowest bidder and re-negotiate, or re-bid in the fall. Greg Mason mentioned that with Board approval he would contact the two lowest bidders and see what he could do and get a recommendation together for the Township Board to consider. Permission was so granted. It was determined that the Architect Committee will meet on May 8, 2017 at 6 p.m. at the Township Hall, to hear the results from Greg Mason, and discuss what the next step is.

Supervisor also reported that he did get a reply from Howard Stein and Mr. Chidester about where and the cost of moving the offices during the time of construction. It would cost \$1,600.00 a month, and it would be an office located over in Kimball Township on Lapeer Road.

- ✓ Motion by Supervisor Manoleas support from Trustee Neruda to adjourn. Yeas: 7 Nays: 0 Motion carried.

Meeting adjourned at 10:27 a.m

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Respectfully submitted and  
prepared by Kathleen Turner, Clerk

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Approved by Ernie Manoleas  
Supervisor

**Clyde Township  
Special Meeting  
3350 Vincent Road  
Clyde Township Hall  
May 2, 2017**

Meeting called to order by Supervisor Manoleas at 10:32 a.m.

Pledge of Allegiance to the Flag

Roll Call: Bates, Turner, Dortman, Manoleas, Voight, McGriff, and Neruda.

Discussion about the Seasonal Worker employee position. The Interviewing Committee recommended to the Township Board an applicant named Donald Jezewski.

Clerk Turner reported to the Board about the physical and drug test that this person passed.

- ✓ Motion by Supervisor Manoleas support from Trustee Voight to approve the hiring of Donald Jezewski as a seasonal worker for the DPW department.

Roll Call Vote: Voight/yes, Neruda/yes, McGriff/yes, Manoleas/yes, Bates/yes, Dortman/yes, and Turner/yes/ Motion carried.

Clerk Turner will call Donald Jezewski and let him know of the Township Board's decision. She will have him come into the office to fill out the necessary paper work to start the job.

**MINI-PUMPER BID DISCUSSION**

Discussion on the bids received.

Apollo Fire Equipment Company bid was \$266,124.00.

Pierce Manufacturing bid was \$273,692.00. Pierce did not get close to the specifications required.

Rosenbauer, \$232,227.00

Rosenbauer is the biggest builder. Recently Grant Township received a truck from this company, no problems at all. Trustee Dortman had checked around on this company and had heard no negative comments about this company. Anyone that has dealt with this company, remarks have been good and positive.

It was reported that Clyde Fire Department would use this truck 60 – 70 percent

of the time.

The new mini-pumper truck will be built on a F-550 chassis, diesel, and have 4-wheel drive. It is planned to use this apparatus for a primary medical unit, plus it will carry the jaws of life.

Discussion on the financing on this purchase.

- ✓ Motion by Trustee Dortman support from Trustee Voight to enter into a contract with Rosenbauer America/Frontline services for the purchase of a mini-pumper truck for the total cost of \$232,227.00 with a \$60,000.00 down payment from the CIP for this expenditure.

Roll Call Vote: Dortman/yes, Voight/yes., Manoleas/yes, Turner/yes, McGriff/yes, Bates/yes, and Neruda/yes. Motion carried.

Negotiating Committee will be put on the Township Board agenda.

- ✓ Motion by Supervisor Manoleas support from Trustee Bates to adjourn.  
Yeas: 7 Nays: 0 Motion carried.

Meeting adjourned at 11:25 a.m.

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Respectfully submitted and  
prepared by Kathleen Turner, Clerk

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Approved by Ernie Manoleas  
Supervisor

**Clyde Township Monthly Board Meeting  
3350 Vincent Road  
Clyde Township Hall  
May 16, 2017**

Meeting called to order by Supervisor Manoleas at 7:00 p.m.

Pledge of Allegiance to the Flag

Roll Call: Manoleas, McGriff, Neruda, Voight, Turner, Dortman, and Bates

**Minutes from the Monthly Meeting of April 18, 2017**

- ✓ Motion by Treasurer McGriff support from Trustee Dortman to approve minutes of April 18, 2017. Yeas: 7 Nays: 0 Motion carried.

**Minutes from the Special Meeting of April 25, 2017**

- ✓ Motion by Trustee Voight support from Trustee Bates to approve minutes of April 25, 2017. Yeas: 7 Nays: 0 Motion carried.

**Minutes from Special Meeting of May 2, 2017 construction bids**

- ✓ Motion by Treasurer McGriff support from Supervisor Manoleas to approve minutes of May 2, 2017 for construction bids. Yeas: 7 Nays: 0 Motion carried.

**Minutes from Special Meeting of May 2, 2017 mini-pumper**

- ✓ Motion by Trustee Voight support from Trustee Dortman to approve minutes of May 2, 2017 mini-pumper. Yeas: 7 Nays: 0 Motion carried.

**Treasurer's Report**

- ✓ Motion by Trustee Dortman support from Supervisor Manoleas to approve Treasurer's report presented and subject to audit. Yeas: 7 Nays: 0 Motion carried.

Treasurer McGriff stated that a person from Chemical Bank will attend the next meeting for discussion.

**Monthly Bills Presented**

- ✓ Motion by Treasurer McGriff support from Trustee Voight to approve the list of bills-pay in reference to list of bills dated May 16, 2017 General/\$22,976.23 Water Department \$35,937.54 total of \$58,913.77 monthly payroll \$27,924.92. Yeas: 7 Nays: 0 Motion carried.

### **Agenda additions**

- Motion by Supervisor Manoleas support from Clerk Turner to approve the addition of work orders from the Road Commission to add to end of New Business for consideration. Yeas: 7 Nays: 0 Motion carried.

### **Public Comment**

Public Comment started at 7:11 p.m. Betty Simpson reported that Edith Stein took a fall she brought a card for the Board members to sign. Rod Cowan, Metcalf/McIntyre on Vincent limestone is great. Supervisor Manoleas has reported that a budget will be ready soon by the end of the week. Public Comment closed 7:14 p.m.

### **Reports**

**Report from Township Assessor**-Sue Hansman/No report.

**Report from Building Department**-Rod Cowan/See attached report.

**Report from the Ordinance Officer**-Rod Cowan/See attached report.

**Report from the Fire Department**-Gary May/ See attached report.

**Report from the Planning Commission**-Report submitted by Wendy Smith, read by Clerk Turner. Supervisor Manoleas reported that he will meet with Kim Harmer concerning the Master Plan topic. Discussion on windmills. It was stated that if the Township did not have an Ordinance DTE would not approach the Township. Trustee Neruda reported that 14,000 windmills have been abandoned throughout the country. It was reported that the longevity of a windmill is about 10 years. Jerry Ticknor, member of the Planning Commission should contact other townships to see what they think on this topic. Supervisor Manoleas stated that Jerry look over other ordinance. Discussion about using the cell tower ordinance to garnish a new ordinance for windmills etc. It was mentioned that Jerry Ticknor work on an ordinance and then the Township could have the attorney look it over.

**Report from the Parks and Recreation Committee**-Kathie Toth/Next meeting at Bill Bearss Park. Park maintenance was a topic of discussion for the committee. It agreed to give a monthly report to Supervisor Manoleas. Kathie also reported that bleachers are being repaired, and picnic tables will be purchased. It is the plan of the committee to do

maintenance rounds at the various parks. Discussion about the tiling project in July. Discussion about the dirt if it will be settled before the fields will be used.

**Report from the Cemetery Advisory Committee**-Franz Neruda/See attached report.

**Policy Committee**-Debbie Manoleas not present. Supervisor Manoleas reported that Debbie was working late last night on Chapter 4.

**Architect Committee**-Kathleen Turner/See report

It was decided that the Fire Apparatus Committee can be taken off the agenda.

### **Correspondence**

Clerk Turner and Supervisor Manoleas present various correspondence.

**OLD BUSINESS: None**

**NEW BUSINESS:**

### **FIRE APPARATUS FINANCING**

Trustee Dortman had a letter about the financing on the new mini-pumper. Discussion.

- ✓ Motion by Trustee Dortman support from Treasurer McGriff to go with Option #1 as presented for Community Leasing Partners in the amount to be financed \$172,227.00 at a rate of 2.95 percent with \$60,000.00 for a term of seven years for the purchase of the mini-pumper.

Roll Call Vote: Manoleas/yes, Bates/yes, Dortman/yes, Voight/yes McGriff/yes, Turner/yes, and Neruda/yes. Motion carried.

When township agrees to contract and it is received then it will be forwarded to the township attorney for his consideration.

### **WATER ISSUE (PAST DUE AMOUNT)**

This topic was presented. Discussion.

- ✓ Motion by Supervisor Manoleas support from Trustee Neruda that the water bill late fee of \$31.59 at the address of 3383 West Drive

is to be paid according to the Ordinance. Yeas: 7 Nays: 0 Motion carried.

It was directed to Clerk Turner to write a letter to this address, reflecting the decision of the Township Board on this matter.

**NEGOTIATING COMMITTEE (DPW UNION)**

Discussion. A Negotiating Committee was formed. Member are Supervisor Manoleas, Trustee Neruda and Trustee Voight. It was also decided that Clerk Turner will send a letter to the Union by certified mail to coordinate meeting dates for negotiating purposes.

**TEMPORARY PART TIME SEASONAL WORKER (NEW LINE ITEM ACCOUNT)**

Clerk Turner reported to the Board that a special line item account needs to be developed to pay the seasonal worker. Discussion.

- ✓ Motion by Clerk Turner support from Treasurer McGriff to develop a line item account number 101/290/703.014 and reflect \$2,000.00 for wages to the seasonal worker. Yeas: 7 Nays: 0 Motion carried.

**RESOLUTION 17-4 (ANNUAL MEETING DATE)**

- ✓ Motion by Treasurer McGriff support from Supervisor Manoleas to approve the date of June 24, 2017 for the Annual Meeting at 9 a.m. at the Township Hall.

Roll Call Vote: Voight/yes, Bates/yes. Dortman/yes, Neruda/yes. Turner/yes, Manoleas/yes, and McGriff/yes. Motion carried.

**RESOLUTION 17-5 (SUPERVISOR'S SALARY)**

- ✓ Motion by Supervisor Manoleas support from Treasurer McGriff to approve Resolution 17-5 for the Supervisor's salary in the amount of \$24,400.00 for the fiscal year of 2017-2018.

Roll Call Vote: Turner/yes, Dortman/yes, Bates/yes, Manoleas/yes, Neruda/yes, McGriff yes, and Voight/yes. Motion carried.

**RESOLUTION 17-6 (CLERK'S SALARY)**

- ✓ Motion by Clerk Turner support from Trustee Neruda to approve Resolution 17-6 for the Clerk's salary in the amount of \$26,000.00 for the fiscal year of 2017-2018.



Roll Call Vote: Neruda/yes, Voight/yes, Bates/yes, Turner/yes, Dortman/no, McGriff/no, and Manoleas, yes. Motion carried.

**RESOLUTION 17-7 (TREASURER'S SALARY)**

- ✓ Motion by Supervisor Manoleas support from Trustee Neruda to approve Resolution 17-7 for the Treasurer's salary in the amount of \$24,400.00 for the fiscal year of 2017-2018.

Roll Call Vote: Turner/yes, Dortman/yes, Bates/yes, Manoleas/yes, McGriff/yes, Neruda/yes, and Voight/yes. Motion carried.

**RESOLUTION 17-8 (TRUSTEE SALARY)**

- ✓ Motion by Treasurer McGriff support from Trustee Voight to approve Resolution 17-8 for the Trustees salary in the amount of \$4,500.00 each for the fiscal year of 2017-2018.

Roll Call Vote: McGriff/yes, Bates/yes, Dortman/yes, Manoleas/yes, Voight/yes, Neruda/yes, and Turner/yes. Motion carried.

**BUDGET ADJUSTMENTS**

- ✓ Motion by Supervisor Manoleas support from Treasurer McGriff to approve budget amendment 101/336/840.001 Michigan Community Underwriters to \$20,845.00 take \$5,025.00 from 101/290/955.000 Contingency Fund. Yeas: 7 Nays: 0 Motion carried.

Discussion on the new line item account number 101/290/703.014 seasonal worker, the \$2,000.00 for that account can be taken from the Contingency Fund 101/290/955.000.

**WORK ORDER FOR ST. CLAIR COUNTY ROAD COMMISSION  
ADDED ITEM**

- ✓ Motion by Supervisor Manoleas support from Treasurer McGriff to approve work order #1 for ditching on the east side of Cribbins Road starting at Imlay City Road in the amount of \$6,800.00. Yeas: 7 Nays: 0 Motion carried.
- ✓ Motion by Supervisor Manoleas support from Treasurer McGriff to approve work order #3 for ditching in the amount of \$11,500.00 north side of McIntyre Road. Yeas: 7 Nays: 0 Motion carried.

- ✓ Motion by Supervisor Manoleas support from Trustee Neruda to approve work order #4 in the amount of \$4,500.00 for ditching on the east side of Cribbins Road starting at Beard Road. Yeas: 7 Nays: 0 Motion carried.
- ✓ Motion by Supervisor Manoleas support from Trustee Voight to approve work order #5 in the amount of \$2,700.00 for ditching on the south side of Carrigan Road. Yeas: 7 Nays: 0 Motion carried.
- ✓ Motion by Supervisor Manoleas support from Trustee Dortman to approve work order #6 in the amount of \$4,200.00 for ditching on the north side of Rynn Road. Yeas: 7 Nays: 0 Motion carried.
- ✓ Motion by Supervisor Manoleas support from Trustee Voight to approve work order #7 in the amount of \$4,800.00 for ditching on the south side of McIntyre road starting at 5248 address. Yeas: 7 Nays: 0 Motion carried.
- ✓ Motion by Supervisor Manoleas support from Trustee Voight to approve work order #8 in the amount of \$5,500.00 for ditching west side of Vincent Road starting at Carrigan. Yeas: 7 Nays: 0 Motion carried.

**Tidbits**

SECOND PUBLIC COMMENT

- Motion by Supervisor Manoleas support from Trustee Voight to adjourn meeting. Yeas: 7 Nays: 0 Motion carried

Meeting adjourned at 9:06 p.m.

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Respectfully submitted and  
prepared by Kathleen Turner, Clerk

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Approved by Ernie Manoleas  
Supervisor

**Clyde Township  
Special Meeting  
3350 Vincent Road  
Clyde Township Hall  
May 31, 2017**

Meeting called to order by Supervisor Manoleas at 6:30 p.m.

Pledge of Allegiance to the Flag

Roll Call: Bates, Dortman, Neruda, Manoleas, Turner, Voight and McGriff.

Supervisor Manoleas opened the meeting with Public Comment. The meeting room had an unusual amount of residents.

Public Comment: Various comments from the audience. Dave Weiss/Brott Road, Robert Helzer/Old Sawmill voicing their concerns about the Township spending over 1 million dollars on this Township Hall project. Helen Hermes commented on the communication factor between the Township and the residents on this topic. Robert Helzer mentioned about getting a light on the corner of Old Sawmill and Vincent Road, trash pickup etc. Little things that he believes the Township should address before spending 1 million dollars. It was also stated that information just on the Website is not good enough. Not everyone has a computer. It was stated that better communication needs to be accomplished. Helen Hermes mentioned sending out a post card for important events or dates of certain meetings. Also this would help in getting feedback from the resident on the Township Hall project. Kathy Marsh stated that this is a very big topic and that it should go on a ballot for a public vote. That way the Township would find out what people can and can't afford. She also heard through the grapevine that 25% would be taken from the Water Fund to help pay for this expenditure. She stated that the Water Department will need that money because in five (5) years a water tower will be built.

After hearing all of the various public comments, Supervisor Manoleas stated that he believes the process has gone too fast and had very little input from the residents, and the way he votes tonight will reflect that. He also stated that the usual amount the Water Department pays is 20%.

Robert Helzer asked if the architect had already been chosen? How many did the Township interview? Supervisor Manoleas stated the Township interviewed around 7 to 8 architects.

Between Trustee Neruda and Trustee Voight the conversation turned to the County and what and how they felt when they attended meetings. Basically addressing how the County responds and their attitude to questions asked from Township people. Treasurer McGriff stated about signs marking upcoming roads, the Township was refused the signs. Various discussions on the displeasure of

how the County responds to requests.

Robert Helzer stated that the public needs to be better informed, not just by email or website messages. Especially if the Township is going to spend this kind of money, the public should be notified. Helen Hermes mentioned that the plans get the information out there. More information to the public the better they will understand. Treasurer McGriff stated that the existing building needs to get up to code. She asked if the new meeting room could be added on first, then move over there instead renting space for the offices. Treasurer McGriff's response is that people coming to pay water bills and taxes would be working through a construction site, and that would not be safe. Discussion on dust control.

Trustee Bates announced that originally when the plans first started it was stated that the meeting room would be added and things moved over there, and that this would be done in 2 phrases. Then when this project got to the bidding process it was mentioned in order to save money and the project going faster it was changed to one phrase.

Dave Weiss asked how did the Township come up with 1 million dollars? Was the Township trying to stay up with the other Townships? It was stated that for 1 million dollars you could bulldoze this place down and have a Taj Mahal. It was also mentioned about raising taxes, Supervisor Manoleas stated that the Township planned on financing this project internally. It is not a bond issue, no raising of taxes.

Then brainstorming. Go up. Build a second story onto the Township Hall building. Put in an elevator. Think outside the box. Update the building and only add three other offices. More storage area. Lots of suggestions. Question was asked about how long this project would take? Approximately 10 months. It was asked if that amount of time is in writing? It should be in the contract.

Clerk Turner addressed the storage situation, ADA compliant issues that the Township Hall does not have, the numerous building codes that need to be updated, bugs, updating to LED lighting, new better efficient furnaces, and bigger better meeting room for elections.

Supervisor Manoleas continued on with another topic that was to be discussed at this meeting. A work order from St. Clair County Road Commission.

Discussion about the size of culvert pertaining to this work order.

- ✓ Motion by Supervisor Manoleas support from Trustee Voight to approve work order for ditching on south side of Carrigan Road in the amount of \$8,000.00. Yeas: 7 Nays: 0 Motion carried.

More discussion on the Township Hall project. Clerk Turner reminded the

audience that the building is 35 plus years old. She stated her intent was to get the building up to current codes to make the building better for residents, and not just the office staff. Other conversations, was to build a whole new building elsewhere. Then later lease or sell the existing Township Hall to recoup some money. Trustee Voight mentioned that whatever we do we need to keep up with the times and the needs. These needs just did not develop this year. These needs are real and they are not going to go away. Do it now or later. If done later the cost might go up, maybe rates too. We are not asking the residents for money, or doing a bond.

Trustee Neruda stated with the CIP has \$120,000.00 put aside for improvements to the Township Hall.

Clerk Turner stated that the money being put aside for the CIP amount for Hall improvements \$40,000.00 the Township would have to add around \$24,000.00 for an annual payment and this project could get started.

Supervisor Manoleas stated that he worked hard to get this CIP (Capital Improvement Plan) in place. It has been implemented for two years now. He would like to see more money go into the CIP and not do this project immediately. During the bidding process the Township only received 3 bids. Discussion about maybe if we would bid during a different time period the Township could have received more bids, which could affect the bottom line cost. He mentioned again about the lack of input from the resident and that he would take responsibility for that. He would like to delay this project, because he thought the amount would be \$600,000.00. He is uncomfortable with the amount in the CIP for this project.

Trustee Voight asked how long to we put money in the CIP before you are comfortable with the amount? Supervisor Manoleas answered that if the Township got more bids that could have lowered the amounts. Again he mentioned that good points have been brought out by the residents in the audience. It was asked about the ideas from past board members that were present in the audience. Betty Simpson stated she thought the cost would be around \$600,000.00. Bonnie DeShon thought the cost around 1 million dollars. She stated that the Township did not rush into this. She believes it is the scope of money that is the problem. People would not hesitate if the cost was lower. But because the cost is higher, it seems the Township needs to justify the cost. Again she suggested waiting a year, get the word out to residents, get ideas.

Fred Wisson commented that he doesn't care one way or the other. But something needs to be done. He also reminded the audience that there is a meeting every third Tuesday of the month, the doors are open. The Township did not keep this topic from anyone.

Kathy Marsh stated a conversation she had with Trustee Neruda that is would be

better to knock the existing building and build another. Question asked about how much that would cost? Trustee Neruda stated that it would \$250.00 per square foot. Talking around 6500 square feet. That cost would be \$1,625,000.00.

The Financial Sheet will be attached to these minutes that was submitted to the Township Board members.

- Motion by Treasurer McGriff support from Trustee Dortman to postpone project for one year, send out communication to the public to get feedback, and to look into other options, like a new locations.

Roll Call Vote: Voight/yes, Neruda/yes, McGriff/yes, Dortman/yes, Bates/yes, Manoleas/yes, and Turner/yes. Motion carried.

Various comments. Supervisor Manoleas commented that the architect did a good job. Township cannot afford this, and the residents were left out.

Motion by Treasurer McGriff support from Supervisor Manoleas to adjourn. Yeas: 7 Nays: 0 Motion carried.

Meeting adjourned at 8:51 p.m.

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Respectfully submitted and  
prepared by Kathleen Turner, Clerk

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Approved by Ernie Manoleas  
Supervisor

**Clyde Township Monthly Board Meeting  
3350 Vincent Road  
Clyde Township Hall  
June 20, 2017**

Meeting called to order by Supervisor Manoleas at 7:00 p.m.

Pledge of Allegiance to the Flag

Roll Call: Neruda, Voight, Turner, Bates, Manoleas, McGriff. Dortman absent.

**Minutes from the Monthly Meeting of May 16, 2017**

- ✓ Motion by Treasurer McGriff support from Treasurer Voight to approve minutes of May 16, 2017. Yeas: 6 Nays: 0 Motion carried.

**Minutes from the Special Meeting of May 31, 2017**

- ✓ Motion by Treasurer McGriff support from Trustee Voight to approve minutes of May 31, 2017. Yeas: 6 Nays: 0 Motion carried.

**Minutes from the Monthly Meeting of June 13, 2017**

- ✓ Motion by Treasurer McGriff support Trustee Neruda to approve minutes of June 13, 2017. Yeas: 6 Nays: Motion carried.

**Treasurer's Report**

- ✓ Motion by Supervisor Manoleas support from Trustee Voight to approve Treasurer's report presented and subject to audit. Yeas: 6 Nays: 0 Motion carried.

Private Bank is being brought out from a Canadian Bank. FYI information.

**Monthly Bills Presented**

- ✓ Motion by Treasurer McGriff support from Supervisor Manoleas to approve the list of bills-pay in reference to list of bills dated June 20, 2017 General/\$ 20,924.68 Water Department \$1,460.57 total of \$22,385.25 and monthly payroll and quarterly of \$59,790.24 Yeas: 6 Nays: 0 Motion carried.

- **Agenda additions** –Motion by Clerk Turner support by Treasurer McGriff to approve the addition to add to New Business on the invoice from KCI in the amount of \$1,005.94. Yeas: 6 Nays: 0 Motion carried.

**Public Comment:** Started at 7:09 p.m. Closed at 7:09 p.m.

**Report from Township Assessor-**submitted by Sue Hansman/No report.

**Report from Building Department**-Rod Cowan/See attached report.

**Report from the Ordinance Officer**-Rod Cowan/See attached report.

**Report from the Fire Department**-submitted by Gary May-Clerk Turner read/See attached report.

**Report from the Planning Commission**/submitted by Wendy Smith/read by Clerk Turner. Supervisor Manoleas reported that Kim can meet with the Planning Commission in August. It was discussed that members of the Township Board can come to the PC meeting to meet Kim. Clerk Turner stated that she will post a notice for this. Also the Planning Commission will be meeting the 2<sup>nd</sup> Tuesday of the month now.

**Report from the Parks and Recreation Committee**-Kathie Toth/Supervisor Manoleas explained to Kathie that not much got done on the list because of the grass cutting and funerals the DPW have been dealing with. Kathie reported to the Board that the Rec Committee will be ordering supplies for the pickle ball court. Also it was mentioned about getting a covering for the fence part of the pickle ball court. She also address an invoice for supplies to update and fix things up for the baseball field. Dugouts repaired, benches, painted etc. The agreement was to pay for half of the cost on this. She also asked about the port-johns and the dumpster being moved to the new concrete pad that was install last year. Discussion about the need to adjust that area so the dumpster could get picked up by the company. Trustee Neruda mentioned the stolen barrels and the trash on the fields. He suggested a letter be sent out to tell the soccer people about the trash problem. Clerk Turner asked about the tiling situation. It was reported that this project will start at the end of July. Treasurer McGriff stated that volunteers will be needed to smooth out the dirt. The next meeting will be at Jake Simpson's Park.

**Report from the Cemetery Advisory Committee**-Kathleen Turner/Reported that a Special Meeting will be on Thursday, June 22, 2017 at 9 a.m. Still working on the Ordinance, making good progress.

**Report from the Policy Committee**-No report

**Report from the Architect Committee**-Kathleen Turner/Discussed slightly whether to continue with this Committee. Discussion on this topic later on the agenda.

**Correspondence**/Supervisor Manoleas and Clerk Turner.

**OLD BUSINESS:**  
**TOWNSHIP HALL PROJECT**



Supervisor Manoleas stated that Clerk Turner provided the Board with a brainstorming sheet on this topic. He stated that it was a good idea. Any ideas?

Clerk Turner mentioned that this topic will be under Old Business till the day she dies. She does not want this project put on the back burner, or be forgotten. She would like to sit down with Rod Cowan, Building Inspector and look at his plans that he has had for years. The Board brought up some other ideas. Talked about the decrease in contractors in general. Also discussed the Newsletter, and postcard issue. Clerk Turner reported to the Board that the cost just for postage for postcards would be \$980.00. Supervisor Manoleas stated that the whole project went too fast, the cost too high, and that more input from residents is needed to continue on with this project.

Clerk Turner mentioned that she will compose a Newsletter, about this topic and then get the Architect Committee together to look it over and then decide what is next.

#### **PRINCIPLES OF GOVERNANCE**

Discussion. The Township Board decided to sign the original. A copy was given to each Board member in the red folder.

#### **BUDGET POLICY**

Clerk Turner explained that this policy would be good to get approved because then the Township Board could count on what month the proposed budget would be presented to the Board for their consideration.

It was asked if this was in the Policy Manual. Not yet, replied Clerk Turner. This is from MTA and it is in Chapter 4 for the Policy Manual. Discussion.

Clerk Turner tried to make a motion that a proposed budget be presented at least by the 1<sup>st</sup> of May. No response, no support.

#### **NEW BUSINESS:**

##### **ACCIDENT FUND INVOICE**

- ✓ Motion by Treasurer McGriff support from Supervisor Manoleas to approve the annual invoice from Accident Fund in the amount of \$7,589.00. Yeas: 6 Nays: 0 Motion carried.

##### **MURRAY UNDERGROUND INVOICE**

- ✓ Motion by Treasurer McGriff support from Trustee Voight to approve the invoice from Murray Underground Systems, Inc. in the amount of \$1,400.00. Yeas: 6 Nays: 0 Motion carried.

**FIRE DEPARTMENT CONTRACT WITH KIMBALL**

Discussion on the price stated in the contract of \$14,803.49 for this year. Last year the contract price was \$14,624.79.

- ✓ Motion by Supervisor Manoleas support from Trustee Neruda to approve the contract with Kimball Township Fire Department for fire coverage. Yeas: 6 Nays: 0 Motion carried.

**ADDED AGENDA ITEM OF KCI**

- ✓ Motion by Supervisor Manoleas support from Treasurer McGriff to approve invoice from KCI in the amount of \$1,005.94 for postage to mail out the taxes. Yeas: 6 Nays: 0 Motion carried.

**Tidbits and Loose ends**

Topics discussed about vandalism on the tennis courts, and the topic of burning permit calls on Friday. Discussion about having the resident sign up at the beginning of the year and be good for the whole year. Would not have to call every weekend to get a 4 day burning permit. Discussion.

**SECOND PUBLIC COMMENT**

- Motion by Supervisor Manoleas support from Trustee Neruda to adjourn meeting. Yeas: 6 Nays: 0 Motion carried

Meeting adjourned at 8:44 p.m.

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Respectfully submitted and  
prepared by Kathleen Turner, Clerk

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Approved by Ernie Manoleas  
Supervisor

**Clyde Township  
Public Budget Hearing  
3350 Vincent Road  
Clyde Township Hall  
June 27, 2017**

Meeting called to order by Supervisor Manoleas at 7:01 p.m.

Pledge of Allegiance to the Flag

Roll Call: Neruda, Voight, McGriff, Bates, Manoleas, Turner, Dortman absent

Discussion about the proposed budget and the cip amounts

Close public hearing at 7:20 p.m.

McGriff, SM to adounred

Yeas: 6 NMays: motion carried.

Special meeting

Public comment benefit in offering an officer manager, hope a union protected job.

Clerk Turner retracked statement about the Stacey factor.

Motion by McGriff support by Sm to approve the proposed budget of 2017-2018 with changes.

Bates/yes, turern/ues, Voight/yes.Manolea/yes Neruda/yes, McGriff/ Y Motion carried.

Motion to adjourn MCgRiff, SM Yeas: 6 Nays: 0 MOtin carried.

7:41 p.m.

✓ Motion by

support from

to adjourn. Yeas: Nays: 0 Motion carried.

Meeting adjourned at p.m.

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Respectfully submitted and  
prepared by Kathleen Turner, Clerk

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Approved by Ernie Manoleas  
Supervisor

**Clyde Township  
Public Budget Hearing  
3350 Vincent Road  
Clyde Township Hall  
June 27, 2017**

Meeting called to order by Supervisor Manoleas at 7:01 p.m.

Pledge of Allegiance to the Flag

Roll Call: Neruda, Voight, McGriff, Bates, Manoleas, Turner, Dortman absent

Discussion about the proposed budget for the fiscal year of 2017-2018. Also talked about the amounts in the CIP (Capital Improvement Plan).

- Motion by Treasurer McGriff support from Supervisor Manoleas to adjourn meeting. Yeas: 6 Nays: 0 Motion carried.

Public Hearing adjourned at 7:20 p.m.

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Respectfully submitted and  
prepared by Kathleen Turner, Clerk

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Approved by Ernie Manoleas,  
Supervisor

**CLYDE TOWNSHIP  
SPECIAL MEETING  
3350 VINCENT ROAD  
CLYDE TOWNSHIP HALL  
JUNE 27, 2017**

Slight discussion regarding the budget. The Board considered the comments from the Public Hearing meeting. Attendance of one resident.

- Motion by Treasurer McGriff support by Supervisor Manoleas to approve the proposed budget of 2017-2018 with changes.

Roll Call Vote: Bates/yes, Turner/yes, Voight/yes, Manoleas/yes, Neruda/yes, McGriff/yes. Motion carried.

The change in the proposed budget for the fiscal year 2017-2018 reflects the change in the Clerk's salary due to the Annual Meeting on June 24, 2017. The electors increased the Clerk's salary by \$600.00 making the annual amount to be \$25,000.00.

- Motion by Treasurer McGriff support from Supervisor Manoleas to adjourn the meeting. Yeas: 6 Nays: 0 Motion carried.

Meeting adjourned at 7:41 p.m.

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Respectfully submitted and  
prepared by Kathleen Turner, Clerk

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Approved by Ernie Manoleas  
Supervisor