

**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 Gravely 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.

\_\_\_\_\_  
Respectfully submitted and  
prepared by Kathleen Turner, Clerk

\_\_\_\_\_  
Approved by Ernie Manoleas  
Supervisor