

TOWNSHIP BOARD
ERIE TOWNSHIP
Erie, Michigan

Regular Meeting
April 14, 2020
7:00 P.M.

AGENDA

A. CALL TO ORDER- ROLL CALL- PLEDGE OF ALLEGIANCE

Appoint Chair

B. RECOMMENDED ACTION (consent agenda)

1. Minutes approval from March 17, 2020 Regular Meeting

C. CORRESPONDENCE

D. PUBLIC COMMENT

E. BUSINESS:

1. Bills Approval
2. Emergency Resolution
3. South Erie Park Flooding

F. PUBLIC COMMENT

G. ADJOURNMENT

**Erie Township Board
Regular Meeting
Erie, Michigan**

March 17, 2020

DRAFT

CALL TO ORDER:

The regular meeting of the Erie Township Board was held Tuesday, March 17, 2020 at the Erie Township Hall, 2065 Erie Rd. Erie, Michigan. Clerk Cousino called the meeting to order at 7:00 pm. The roll was called, and the Pledge of Allegiance recited. Diane LaPlante offered an opening prayer.

Bill Frey, Supervisor – Absent - Excused
Cindy Wisbon, Treasurer - Present
Kim Cousino, Clerk – Present
Gary Wilmoth, Trustee - Present
Mike Grodi, Trustee – Present

K. Cousino motioned to appoint M. Grodi as chair for the meeting. C. Wisbon supported. Motion carried.

B. CONSENT AGENDA:

- 1) Minutes approval from January 23, 2020 Special Meeting; February 11, 2020 Regular Meeting; February 24, 2020 Special Meeting; February 24, 2020 Closed Session; March 3, 2020 Special Meeting; March 3, 2020 Closed Session
- 2) Building Report, February 2020
- 3) Treasurer’s Report, February 2020
- 4) Police and Blight Report, February 2020
- 5) Revenue and Expense Report, February 2020

Wisbon motioned to approve and place on file consent agenda items 1-5 waiving the reading. Cousino supported. Motion carried.

C. CORRESPONDENCE:

- 1) Charter Communications
- 2) EGLE – High Water Summit
- 3) TMACOG – Upcoming Events

- 4) STC – 2020 Millage Requests and Millage Rollbacks
- 5) Consumers Energy Open House Invitation

Cousino motioned to approve and place on file correspondence items 1-5 waiving the reading. Wisbon supported. Motion carried.

D. PUBLIC COMMENT:

Diane LaPlante stated that the Park Commission will be conducting the Spring park walk-thru on Sunday March 15 at 1:30 p.m. and a meeting scheduled for March 24, 2020; suggested meeting at the Maplewood Park shelter.

Cousino moved to amend agenda adding item #14: Monroe County Environmental Fund Grant. Wisbon supported. Motion carried.

E. BUSINESS:

1) Monroe County Community College President Kojo Quartey:

Kojo Quartey was not present.

2) Bills Approval:

C. Wisbon motioned to approve checks #33474 - #33583 from the general fund including payroll, ACH & EFT in the amount of \$467,696.21. Nothing from the Trust and Agency account. K. Cousino supported. Motion carried on a roll call vote, all in favor.

3) Ask the Chiefs:

Nothing at this time.

4) Lexis Nexis Contractual Agreement:

Cousino motioned to accept the Lexis Nexis updated contractual agreement as presented waiving the reading. Wisbon supported. Motion carried.

5 - 6) Race for the Kids Road Closure Request and Resolution:

The Race for the Kids has been cancelled due to the COVID-19 outbreak.

7) Quote from Erie Tree Service to Remove Trees at Erie Union Cemetery:

K. Cousino stated the estimate is to remove 6 cedar pines and 6-7 smaller trees from Union Cemetery, as well as treat the stumps.

Wisbon motioned to approve the quote from Erie Tree Service as presented for Union Cemetery in the amount of \$1,445.00. Wilmoth supported. Motion carried on roll call vote, all in favor.

8) Purchase Request from Morin Point Fire Department for Three Buoys:

Morin Point Fire Department is requesting approval to purchase three Taylor Made 49 in. x 10 in. Marker Buoys in the amount of \$779.84. K. Cousino stated there are sufficient funds in their budget.

Wisbon motioned to approve the purchase request from Morin Point Fire Department for three buoys in the amount of \$779.84. Cousino supported. Motion carried.

9) Renew Contract with Lajiness Portable Restroom Rentals:

K. Cousino stated the three year contract is expiring with Lajiness Portable Restrooms and recommends renewing the contract for another three years with no change in price.

Wisbon moved to accept the bid and renew the contract with Lajiness Portable Restrooms for three years in the amount of \$600. Cousino supported. Motion carried.

10) Monroe County 800MHz Public Safety Radio System Subscriber Agreement:

Wilmoth moved to accept the Monroe County 800 MHz Public Safety Radio System Subscriber Agreement as presented, waiving the reading. Cousino supported. Motion carried.

11) Hiring of Police Officer:

Discussion was held regarding the hiring of a police officer.

Wilmoth moved to allow Chief Ansel to move forward with the hiring process as he sees fit. Cousino supported. Motion carried.

12) Proposed Changes to Erie Township Building/Zoning Dept. Fee Schedule:

Discussion was held, tabled until next meeting.

13) EMD Sandbag Training Class:

Cousino stated the EMD is hosting numerous opportunities to attend a sandbag class; more information is available for anyone interested.

14) Monroe County Environmental Fund Grant:

Grodi stated the opportunity to apply for the Monroe County Environmental Fund Grant was presented and the deadline to apply was quickly approaching therefore he sent in an

application on behalf of the township. If the township is awarded the grant the township share would be 30%, roughly \$500, to purchase a drinking fountain that allows the re-filling of water bottles. Grodi will bring this back to the board for final approval and acceptance if the township is awarded the grant.

Wilmoth moved to amend the agenda adding item #15: Township Hours. Wisbon supported. Motion carried.

15) Township Hours:

Discussion was held regarding the COVID-19 outbreak and recent CDC released guidelines. Wisbon recommends closing the township hall to the public and handling all business by phone, email, resident pick-up and drop-off box.

Grodi moved to allow Kim and Cindy to adjust the office hours and direct staff on reporting to the township hall as they feel is needed. Wisbon supported. Motion carried.

Wisbon moved to close the township office to the public until April 5, 2020 or as extended by the Governor. Cousino supported. Motion carried.

PUBLIC COMMENT:

Diane LaPlante asked if the park commission can still hold the scheduled meeting at Maplewood Park. Grodi responded that we should not be encouraging the gathering of many people, use your discretion. Diane also asked that we continue to support local businesses while they are open for carry-out only.

Chief Ansel thanked the citizens for supporting the Police Department and passing the millage.

K. Cousino thanked the election workers.

ADJOURNMENT:

K. Cousino moved to adjourn at 7:47 pm. C. Wisbon supported. Motion Carried.



Kimberly Cousino
Clerk

April 14, 2020
CHECKS PRESENTED FOR APPROVAL

#33584 - #33637

ACCOUNTS PAYABLE	\$ 21,339.80
PAYROLL	\$ 51,266.59
ACH & EFT	\$ 409.59
TOTAL	\$ 73,015.98
TRUST & AGENCY	
CHECK # 1569 - # 1570	\$ 633.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/08/2020	FRMER	33613	042404	BEDFORD OVERHEAD DOOR	EFD - TRACK REPAIR AND REPLAC	241.07
04/08/2020	FRMER	33614	042397	BLUE CROSS BLUE SHIELD OF MICH	J. FREY MEDICARE SUPPLEMENT 04-01-20 -	599.80
04/08/2020	FRMER	33615	000801	CANON FINANCIAL SERVICES, INC.	THG - PRINTER RENTAL	180.51
04/08/2020	FRMER	33616	001090	CONSUMERS ENERGY	THG - PRINTER RENTAL	262.45
04/08/2020	FRMER	33617	042352	CULLIGAN OF IDA	MASON LIGHTS - HIGHWAY & STREETS - MARC	1,427.83
04/08/2020	FRMER	33618	001310	DANNY TAYLOR EXCAVATING, INC	HIGHWAYS & STREETS - STREET LIGHTS - MA	111.37
04/08/2020	FRMER	33619	042443	EMERGENCY REPORTING	STORM SIRENS - MARCH 2020	6.79
04/08/2020	FRMER	33620	042351	F/A CONSULTANTS	LEF - WATER COOLER - APRIL 2020	1,545.99
04/08/2020	FRMER	33621	008228	FIRST NATIONAL BANK OMAHA	PARKS - REMOVAL OF BRUSH SE PARK	7.00
04/08/2020	FRMER	33622	042347	IYSCOMM	MPFD - ANNUAL NFIRS SUBSCRIPTION 2020	725.00
04/08/2020	FRMER	33623	002780	JACK'S LAWN SERVICE, INC.	EFD - COMPUTER REPAIR - HARD DRIVE	1,920.00
04/08/2020	FRMER	33624	001191	LENNARD, GRAHAM & GOLDSMITH	THG, ASSESSING, ELECTIONS - POSTAGE, FOOD	235.00
04/08/2020	FRMER	33625	001191	MEDMUTUAL INSURANCE COMPANY	THG - BATTERY WHOLESALE	629.78
04/08/2020	FRMER	33626	042241	MENARDS	THG - BATTERY WHOLESALE	75.97
04/08/2020	FRMER	33627	4009	NORTHWOOD DOOR	LEF - MENARDS	44.80
04/08/2020	FRMER	33628	004171	PONTEM SOFTWARE	THG, LEF, LIB, EFD, MPFD - PHONE MARCH 2020	750.55
04/08/2020	FRMER	33629	004320	RELIANCE BOTTLE GAS & FUEL OIL	PARKS - SAND SEP	157.50
04/08/2020	FRMER	33630	042457	STAPLES	PARKS - ANNUAL SUPPORT M. SUB. 05/01	20.40
04/08/2020	FRMER	33631	004755	SUNOCO - SUN TRAK	ATTORNEY FEES THROUGH MARCH 2020	1,260.00
04/08/2020	FRMER	33632	042394	TAYLOR, DANNY	THG, BLDG, LEF, MPFD, EFD, LIFE INS. 05/01/	107.86
04/08/2020	FRMER	33633	005022	VERIZON WIRELESS	PARKS - 4X6-8 GREEN TREATED	55.52
04/08/2020	FRMER	33633	005022	VERIZON WIRELESS	PARKS - 1/2" X 10 REBAR	18.31
04/08/2020	FRMER	33632	042394	TAYLOR, DANNY	MPFD - MATERIAL & LABOR OVERHEAD DOOR	73.83
04/08/2020	FRMER	33627	4009	NORTHWOOD DOOR	MPFD - MATERIAL & LABOR OVERHEAD DOOR	597.00
04/08/2020	FRMER	33628	004171	PONTEM SOFTWARE	CEMETERY - ANNUAL SUPPORT M. SUB. 05/01	640.00
04/08/2020	FRMER	33629	004320	RELIANCE BOTTLE GAS & FUEL OIL	MPFD - HEAT	397.80
04/08/2020	FRMER	33630	042457	STAPLES	THG --OFFICE & MISC.	212.38
04/08/2020	FRMER	33631	004755	SUNOCO - SUN TRAK	LEF, MPFD, EFD - FUEL	788.70
04/08/2020	FRMER	33632	042394	TAYLOR, DANNY	PARK - PARK MAINTENANCE	90.02
04/08/2020	FRMER	33633	005022	VERIZON WIRELESS	TWP, PARK - TRANSPORTATION	27.26
04/08/2020	FRMER	33633	005022	VERIZON WIRELESS	LEF, BLDG - PHONE 02/24/20 - 03/23/20	117.28
04/08/2020	FRMER	33633	005022	VERIZON WIRELESS	LEF, BLDG - PHONE 02/24/20 - 03/23/20	124.70
FRMER TOTALS:						
Total of 45 Checks:						21,749.39
Less 0 Void Checks:						0.00
Total of 45 Disbursements:						21,749.39
Bank MBT2 HUNTINGTON-T&A						
03/20/2020	MBT2	1569	003750	MONROE COUNTY TREASURER	TRAILER TAX JAN 2020 211 HOMES @ 2.00	422.00
03/20/2020	MBT2	1570	001729	ERIE TOWNSHIP	TRAILER TAX JAN 2020 211 HOMES @ .50	105.50
03/20/2020	MBT2	1570	001729	ERIE TOWNSHIP	TRAILER TAX JAN 2020 211 HOMES @ .50	527.50
MBT2 TOTALS:						105.50

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Total of 2 Checks:						633.00
Less 0 Void Checks:						0.00
Total of 2 Disbursements:						633.00

REPORT TOTALS:

Total of 47 Checks:	22,382.39
Less 0 Void Checks:	0.00
Total of 47 Disbursements:	22,382.39

Check Register Report For Erie Township
 For Check Dates 03/19/2020 to 04/15/2020

Check Date	Bank	Check Number	Check Name	Check Gross	Physical Check Amount	Direct Deposit	Status
04/01/2020	FRMER	33602	ANDRZEJEWSKI, DARLENE M	40.00	36.94	0.00	Open
04/01/2020	FRMER	33603	COUSINO, LOUCINDA M	495.00	392.36	0.00	Open
04/01/2020	FRMER	33604	FREY, WILLIAM D	1,703.88	1,258.21	0.00	Open
04/01/2020	FRMER	33605	LAPLANTE, DIANE	40.00	35.24	0.00	Open
04/01/2020	FRMER	33606	SKAGGS, KEVIN M	60.00	52.86	0.00	Open
04/01/2020	FRMER	33607	TAYLOR, DANNY	560.00	493.36	0.00	Open
04/01/2020	FRMER	33608	WISBON, CYNTHIA L	1,703.88	1,295.42	0.00	Open
04/15/2020	FRMER	33634	COUSINO, LOUCINDA M	495.00	392.36	0.00	Open
04/15/2020	FRMER	33635	FREY, WILLIAM D	1,703.88	1,245.74	0.00	Open
04/15/2020	FRMER	33636	TAYLOR, DANNY	280.00	246.68	0.00	Open
04/15/2020	FRMER	33637	WISBON, CYNTHIA L	1,703.88	1,282.97	0.00	Open
04/01/2020	FRMER	DD3136	ANSEL, DEAN S	2,475.26	0.00	1,752.80	Cleared
04/01/2020	FRMER	DD3137	CARSNER, ERIC R	40.00	0.00	36.94	Cleared
04/01/2020	FRMER	DD3138	CICHY, CYNTHIA J	656.00	0.00	525.87	Cleared
04/01/2020	FRMER	DD3139	COUSINO, KIMBERLY A	1,703.88	0.00	1,332.49	Cleared
04/01/2020	FRMER	DD3140	GRAMMOND, KRISTINE K	596.00	0.00	526.77	Cleared
04/01/2020	FRMER	DD3141	DEMSKI, MICHAEL	1,554.60	0.00	1,127.93	Cleared
04/01/2020	FRMER	DD3142	DERWOED, JASON	1,680.00	0.00	1,228.74	Cleared
04/01/2020	FRMER	DD3143	GRODI, MICHAEL W	375.00	0.00	274.92	Cleared
04/01/2020	FRMER	DD3144	MCELROY, KATHLEEN D	1,251.03	0.00	1,000.89	Cleared
04/01/2020	FRMER	DD3145	MEYER, DAVID E	2,000.00	0.00	1,342.33	Cleared
04/01/2020	FRMER	DD3146	MISHKA, JENNIFER L	40.00	0.00	36.94	Cleared
04/01/2020	FRMER	DD3147	NADEAU, FRANK M	1,935.56	0.00	1,355.41	Cleared
04/01/2020	FRMER	DD3148	WILMOTH, GARY	375.00	0.00	330.37	Cleared
04/15/2020	FRMER	DD3149	ANSEL, DEAN S	2,126.40	0.00	1,486.20	Cleared
04/15/2020	FRMER	DD3150	CICHY, CYNTHIA J	440.00	0.00	355.40	Cleared
04/15/2020	FRMER	DD3151	COUSINO, KIMBERLY A	1,703.88	0.00	1,310.10	Cleared
04/15/2020	FRMER	DD3152	GRAMMOND, KRISTINE K	660.00	0.00	576.76	Cleared
04/15/2020	FRMER	DD3153	DEMSKI, MICHAEL	1,554.60	0.00	1,121.26	Cleared
04/15/2020	FRMER	DD3154	DERWOED, JASON	1,680.00	0.00	1,222.06	Cleared

Check Date	Bank	Check Number	Check Name	Check Gross	Physical Check Amount	Direct Deposit	Cleared Status
04/15/2020	FRMER	DD3155	MCELROY, KATHLEEN D	1,251.03	0.00	1,000.90	Cleared
04/15/2020	FRMER	DD3156	MEYER, DAVID E	2,000.00	0.00	1,342.33	Cleared
04/15/2020	FRMER	DD3157	NADDEAU, FRANK M	1,883.09	0.00	1,311.48	Cleared
04/01/2020	FRMER	EFT858	EFTPS	4,587.81	4,587.81	0.00	Cleared
04/01/2020	FRMER	EFT859	MERS 457 SUPPLEMENTAL PLAN	180.66	180.66	0.00	Cleared
04/01/2020	FRMER	EFT860	MERS DC	1,356.18	1,356.18	0.00	Cleared
04/15/2020	FRMER	EFT861	EFTPS	4,244.98	4,244.98	0.00	Cleared
04/15/2020	FRMER	EFT862	MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM	1,294.65	1,294.65	0.00	Cleared
04/15/2020	FRMER	EFT863	MERS 457 SUPPLEMENTAL PLAN	143.16	143.16	0.00	Cleared
04/15/2020	FRMER	EFT864	MERS DC	1,299.93	1,299.93	0.00	Cleared
04/15/2020	FRMER	EFT865	STATE OF MICHIGAN	1,392.37	1,392.37	0.00	Cleared

Totals: Number of Checks: 041 51,266.59 21,231.88 20,598.89

Total Physical Checks: 11
Total Check Stubs: 30

Emergency Resolution

TOWNSHIP OF ERIE COUNTY OF MONROE, MICHIGAN

At a regular meeting of the Township Board of the Township of Erie, held at the Erie Township Hall, 2065 Erie Rd., within the Township, on the 14 day of April, 2020, at 7:00 p.m.

PRESENT:

ABSENT:

RESOLUTION FOR TEMPORARY EMERGENCY MEASURES

WHEREAS, Michigan's Governor has issued Executive Orders and Directives pursuant to the Emergency Management Act, Public Act 390 of 1976, which impact Township operations, including limitations on the number of persons who may attend meetings; and
WHEREAS, it is in the best interest of the citizens of the Township, its officers and employees to take all steps necessary to inhibit the transmission of the COVID-19 virus; and
WHEREAS, the purpose of this Resolution is to delegate certain basic administrative powers on a temporary emergency basis, so that decisions and responses to changing conditions can be made without the need for a Township Board meeting.

THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

1. All meetings of the Township Board, Park Commission, Planning Commission, Zoning Board of Appeals or other Township body to be held during the month of April and May, 2020 are postponed. Notice of all special or rescheduled meetings and public hearings shall be given in compliance with, and all meetings conducted in accordance with, the Open Meetings Act, Michigan Zoning Enabling Act, and other applicable law.
2. The Township Board hereby approves the issuance of checks in payment of invoices by the Township Treasurer in conjunction with the Clerk as provided by law for budgeted expenditures, such as utility bills, payroll, contractual agreements, professional services, and other budgeted non-capital expenditures, subject to audit at the next meeting of the Township Board.
3. Township staff shall publicize by posting on the Township website and at the Township office alternative means to have access to Township services.
4. Consistent with public safety and emergency directives and orders, the Township shall continue to conduct business and accept and process applications for zoning, building or other permits in a manner which eliminates or limits the need for face to face contact with citizens or applicants.
5. Except for the Deputy Clerk and Deputy Treasurer, who are subject to the authority of those

offices, the Township Supervisor, in consultation with the Clerk and Treasurer, if practicable, may make decisions whether employees work from home or not work.

6. All citizens will be informed of and encouraged to register to vote by means not requiring an in-person visit to the Clerk's office. In the event the Clerk suspends regular office hours, the Board hereby delegates to the Clerk the authority to designate the hours that the clerk will be at the clerk's office for the purpose of receiving registrations, and to give notice, as provided by Section 498 of the Michigan Election Law.

7. This Resolution shall not infringe on the statutory duties and authorities of the Township Treasurer and Clerk, nor the ability of the majority of Township Board members to call a special meeting by written request as provided by statute. Further, the Township Clerk and Treasurer, by written consent of both, are hereby delegated the authority to call a special meeting of the Township Board.

8. The authority delegated by the Resolution shall expire automatically May 31, 2020, subject to earlier rescission or modification by the Township Board, or extension by action of the Township Board.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

_____, Township Clerk

STATE OF MICHIGAN)

) ss.

COUNTY OF _____)

I, the undersigned, the duly qualified and acting Clerk of the Township Board of the Township of Erie, Monroe County, Michigan (the "Township") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township at a regular meeting held on April 14, 2020 the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting, notice by posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have hereto affixed my official signature this ____ day of

_____.

_____, Clerk

Township of _____