

# LEXINGTON TOWNSHIP

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Chad Partaka, Supervisor  
Katherine Calamita, Clerk  
Davianna McAllister, Treasurer  
Kristie Jahn, Trustee  
William Watson, Trustee

## Minutes of Regular Meeting June 25, 2015

The Lexington Township Board regular meeting is held on the second to last Thursday of every month in the Conference Room of the Lexington Township Hall, 7227 Huron Ave., Lexington, Michigan

### OPENING OF MEETING:

The meeting was called to order at 6:00 p.m. by Supervisor Chad Partaka

### SALUTE TO AMERICAN FLAG:

**ROLL CALL:** By Supervisor Partaka

**PRESENT:** Chad Partaka, Katherine Calamita, Davianna McAllister, William Watson, Kristie Jahn

### CONSENT AGENDA:

#### APPROVAL OF MINUTES

MOVED BY: McALLISTER

SECONDED BY: CALAMITA

To approve the minutes of the Regular Meeting held on May 21, 2015

ALL YEAS

MOTION CARRIED

### TREASURES REPORT:

MOVED BY: WATSON

SECONDED BY: JAHN

To approve the Treasurer's report as presented

ALL YEAS

MOTION CARRIED

### ACCOUNTS RECEIVABLE WRITE OFFS:

MOVED BY: CALAMITA

SECONDED BY: WATSON

To approve writing off the following invoices due to 7 years old

Invoices: #69 fire run, #84 fire run, #97 fire run, #104 rescue run and #105 rescue run

ALL YEAS

MOTION CARRIED

6/25/2015

**APPROVAL OF INVOICES & PAYROLL:**

MOVED BY: JAHN

SECONDED BY: CALAMITA

To approve invoices & payroll in the amount of \$63,055.53

ALL YEAS  
MOTION CARRIED

**CORRESPONDENCE:**

**1. MTA FAXES**

**AMENDMENT TO AGENDA:**

MOVED BY: WATSON

SECONDED BY: McALLISTER

To approve agenda as amended adding under New Business, #14 Budget Amendments #15 Quote for tablet purchase #16 Quote for website design #17 Assessing Administration Review

ALL YEAS  
MOTION CARRIED

**SPECIAL BUSINESS: None**

**COMMITTEE REPORTS:**

- 1. ZONING ADMINISTRATOR:**
- 2. PLANNING COMMISSION:** Minutes presented
- 3. ZONING BOARD OF APPEALS:**
- 4. ASSESSOR:**
- 5. ROADS:** Citizens are very happy and pleased with the brine and roads
- 6. BIKE PATH:** Meeting Monday June 29, 2015 @ 9 am
- 7. CABLE TV:** Minutes presented
- 8. SUPERVISOR:**

**PUBLIC COMMENTS:**

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

**1. DEPUTY CLERK HOURS**

MOVED BY: JAHN

SECONDED BY: CALAMITA

To approve 50 hours for Judy Vandewarker

ALL YEAS

MOTION CARRIED

**2. DISPOSAL OF HISTORICAL RECORDS**

MOVED BY: PARTAKA

SECONDED BY: JAHN

To have Assessors Assistant create an inventory list of all records

ALL YEAS  
MOTION CARRIED

6/25/2015

**3. LAND SPLIT - MARAUSKI**

MOVED BY: PARTAKA

SECONDED BY: WATSON

To approve as presented – approval was also granted from Assessor and Zoning Administration

ALL YEAS

MOTION CARRIED

**4. REPLACEMENT OF FRONT DESK PHONE**

MOVED BY: PARTAKA

SECONDED BY: CALAMITA

To approve replacing front desk phone from Huron Telecommunications as presented

ALL YEAS

MOTION CARRIED

**5. APPLY FOR BUSINESS CREDIT CARD**

MOVED BY: PARTAKA

SECONDED BY: McALLISTER

To approve applying for a business credit card as presented with a motion

**MOVED BY: McALLISTER**

**SECONDED BY: CALAMITA**

To change the credit limit to 2% of the annual budget with a motion

**MOVED BY: PARTAKA**

**SECONDED BY: JAHN**

To apply with Eastern Michigan Bank

ALL YEAS

MOTION CARRIED

**6. REVISED COLLECTION OF VILLAGE PROPERTY TAXES PROPOSAL**

To approve proposal as presented

ALL YEAS

MOTION CARRIED

**7. 2015-2016 CITY OF CROSWELL FIRE PROTECTION CONTRACT**

MOVED BY: WATSON

SECONDED BY: CALAMITA

To approve contract as presented

**8. 2015-2016 CITY OF CROSWELL EMERGENCY MEDICAL SERVICE CONTRACT**

MOVED BY: McALLISTER

SECONDED BY: JAHN

To postpone till July meeting

ALL YEAS

MOTION CARRIED

**9. DISPUTED INVOICE #994**

MOVED BY: CALAMITA

SECONDED BY: WATSON

To approve settlement as presented

ALL YEAS

MOTION CARRIED

6/25/2015

**10. ADOPTION OF FOIA PROCEDURE, GUIDELINES, SUMMARY AND FEE SCHEDULE**

MOVED BY: McALLISTER  
To approve FOIA as presented

SECONDED BY: CALAMITA

ALL YEAS  
MOTION CARRIED

**11. WADE TRIM ASSOCIATES PROPOSAL TO CREATE TAX PARCEL GIS SYSTEM**

MOVED BY: PARTAKA  
To postpone till July Meeting

SECONDED BY: JAHN

ALL YEAS  
MOTION CARRIED

**12. BS&A PROPSAL FOR ACCOUNTING SOFTWARE AND SERVICES**

MOVED BY: PARTAKA  
To approve proposal as presented with taking the money from Fund Balance  
101-000-390-00

SECONDED BY: McALLISTER

ROLL CALL: PARTAKA, McALLISTER, WATSON, CALAMITA, JAHN  
ALL YEAS  
MOTION CARRIED

**13. 2015-2016 BUDGET APPROVAL**

**GENERAL FUND RESOLUTION 15-3**

MOVED BY: McALLISTER  
To approve as presented

SECONDED BY: WATSON

ROLL CALL: McALLISTER, WATSON, CALAMITA, PARTAKA, JAHN  
ALL YEAS  
MOTION CARRIED

**UTILITIES FUND RESOLUTION 15-4**

MOVED BY: CALAMITA  
To approve as presented

SECONDED BY: PARTAKA

ROLL CALL; CALAMITA, PARTAKA, WATSON, McALLISTER, JAHN  
ALL YEAS  
MOTION CARRIED

**LIQUOR FUND RESOLUTION 15-5**

MOVED BY: WATSON  
To approve as presented

SECONDED BY: JAHN

ROLL CALL: WATSON, JAHN, CALAMITA, PARTAKA, McALLISTER  
ALL YEAS  
MOTION CARRIED

6/25/2015

**14. BUDGET AMENDMENT**

MOVED BY: PARTAKA

SECONDED BY: JAHN

To approve moving \$5,500 from Public Safety 101-206-988-01 to Deputy Clerk  
101-215-704-01

ROLL CALL: PARTAKA, JAHN, WATSON, CALAMITA, McALLISTER  
ALL YEAS  
MOTION CARRIED

**15. QUOTE FOR TABLET PURCHASE**

MOVED BY: McALLISTER

SECONDED BY: JAHN

To postpone till July meeting

ALL YEAS  
MOTION CARRIED

**16. QUOTE FOR WEBSITE DESIGN**

MOVED BY: CALAMITA

SECONDED BY: McALLISTER

To postpone till July meeting

ALL YEAS  
MOTION CARRIED

**17. ASSESSING ADMINISTRATION REVIEW**

MOVED BY: PARTAKA

SECONDED BY: McALLISTER

To meet with the assessor as to plans of moving forward with technology

ALL YEAS  
MOTION CARRIED

MOVED BY: McALLISTER

SECONDED BY: WATSON

To adjourn meeting at 6:29 pm

ALL YEAS  
MOTION CARRIED

6/25/2015