

LEXINGTON TOWNSHIP

7227 Huron Avenue, Suite 200
Lexington MI 48450
Phone: 810-359-5500
Fax: 810-359-5481
www.lexingtontownship.org

Chad Partaka, Supervisor
Doriann Rice, Clerk
Davianna McAllister, Treasurer
Kristie Jahn, Trustee
Chip Milletics, Trustee

DRAFT Minutes of BOARD Meeting, 6/24/ 2021

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 6:15 PM (following the Budget Meeting), by Supervisor Partaka.

SALUTE TO AMERICAN FLAG: Done at Budget Meeting.

ROLL CALL: By Supervisor Partaka

PRESENT: Chad Partaka, Davianna McAllister, Kristie Jahn, Doriann Rice

ABSENT: Chip Milletics (excused)

IN ATTENDANCE: Peter Muoio, Larry Adams, Larry O'Keefe, Ron & Wendy Lowe, and Judy Vandewarker, Recorder

CONSENT AGENDA:

APPROVAL OF MINUTES

MOVED BY: RICE

SECONDED BY: JAHN

To approve the minutes of the board meeting held on May 20, 2021, as presented. ALL YEAS
MOTION CARRIED

AMENDMENT TO AGENDA: Two items were added to the Agenda:

- #9 – NEW BUSINESS: Budget Amendments
- #10 – NEW BUSINESS: Ron & Wendy Lowe Land Reapportionment 150-027-400-020-10 / 150-027-400-010-10

ADOPTION OF AGENDA:

MOVED BY: RICE

SECONDED BY: JAHN

To adopt the agenda as amended

ALL YEAS
MOTION CARRIED

TREASURER'S REPORT:

MOVED BY: JAHN

SECONDED BY RICE

To approve the Treasurer's Report as of 5/31/21 with a General Fund Total of \$873,459.83

ALL YEAS
MOTION CARRIED

DELINQUENT ACCOUNTS RECEIVABLE FIRE & RESCUE ACCOUNTS – Report In agenda packet.

ACCOUNTS RECEIVABLE WRITE OFF LIST: Three items had to be written off due to being over 6 years old, totaling \$1,880.00

MOVED BY: RICE

SECONDED BY McALLISTER

To write off the three items totaling \$1,880.00 as presented.

ROLL CALL: RICE, McALLISTER, JAHN, PARTAKA

June 24. 2021

ALL YEAS
MOTION CARRIED

APPROVAL OF INVOICES & PAYROLL:

MOVED BY: JAHN

SECONDED BY: RICE

To approve May 31, 2021 APs and Payroll in the amount of \$67,940.66 as amended.

ROLL CALL: JAHN, RICE, McALLISTER, PARTAKA

ALL YEAS

MOTION CARRIED

REVENUE & EXPENDITURES REPORT: as of 5/31/2021, in agenda packet for review.

CORRESPONDENCE:

1. MTA Weekly Insights and Monthly Voice

Michigan Township Insights – May 21, 2021

Michigan Township Insights – June 4, 2021

Michigan Township Insights – June 11, 2021

2. SANILAC COUNTY APPORTIONMENT COMMISSION – They are seeking public comments.

3. FEDERAL AMERICAN RESCUE FUNDS –The office is working on this.

4. NEW FLOOD INSURANCE RATE MAPS FIRMS FOR SANILAC COUNTY JUNE 2021
NEW FLOOD INSURANCE RATE MAPS FIRMS FOR SANILAC COUNTY JUNE 2021 PART 2

5. PUBLIC IMPROVEMENT PROJECTS THAT IMPACT SEMCO ENERGY GAS FACILITIES

SPECIAL BUSINESS: NONE

COMMITTEE REPORTS:

1. ZONING ADMINISTRATOR: See report in packet, working on blight

2. PLANNING COMMISSION: Draft minutes of 5/19 meeting and public hearing in packet.

- To look into amending the ordinance allowing Food Trucks.
- Agenda for 6/16 meeting in packet

3. ZONING BOARD OF APPEALS:

4. ASSESSOR:

5. ROADS: Jahn reported that crews have been using rakes on the gravel, and brine doesn't stick to new gravel. She will call Milletics so he can work with Frances.

6. BIKE PATH: No meeting yet

7. CABLE TV: There was a meeting on 6/9, and a Comcast rate increase letter.

8. AMBULANCE SERVICE:

9. PARKS & RECREATION: Minutes of 5/24/21 meeting and agenda for 6/28 meeting are in packet.

10. DRAINS: No issues, no calls

11. SUPERVISOR:

12. BUILDING COMMITTEE: Approximately six weeks ago, Partaka had a conversation with Village Manager Holly Tatman, who said she has no interest in a proposal to continue the building agreement with the Township. She prefers to buy the Township out and see the offices moved to another location. Partaka indicated that per the board's direction he

has requested that Attorney Garner follow up with written correspondence to the Village. Peter Muoio from the Village, asked Partaka if the Township was seeking a new building authority. Partaka replied that the Township had requested this on 11/20/2020.

PUBLIC COMMENT: None

OLD BUSINESS: None

NEW BUSINESS:

• **DEPUTY CLERK HOURS**

MOVED BY: Jahn

To approve 10 hours for the month of July, 2021

SECONDED BY: McAllister

ALL YEAS

MOTION CARRIED

2. RESA ADDENDUM TO EXISTING CONTRACT

MOVED BY: RICE

To approve the requested addendum for increased compensation as we are happy with RESA and their services.

SECONDED BY: McALLISTER

ROLL CALL: RICE, McALLISTER, PARTAKA, JAHN

ALL YEAS

MOTION CARRIED

3. WEED/GRASS RESIDENT COMPLAINT

Discussion regarding this complaint was that sub-division lot cuttings are not a lawn service.

4. THUMB ELECTRIC FRANCHISE ATTORNEY LETTER AND ORDINANCE 21-02P

MOVED BY JAHN

To approve request and adopt Ordinance 21-02P.

SECONDED BY RICE

ROLL CALL: JAHN, RICE, McALLISTER, PARTAKA

ALL YEAS

MOTION CARRIED

5. APPOINTMENT OF CURT SOULE TO THE PLANNING COMMISSION

MOVED BY: PARTAKA

To appoint Curt Soule to fill the vacancy on the Planning Committee for the term ending 12/31/2021.

SECONDED BY: RICE

ROLL CALL: PARTAKA, RICE, McALLISTER, JAHN

ALL YEAS

MOTION CARRIED

6. ORDINANCE ADDRESSING FLOODPLAIN PROVISIONS OF THE STATE CONSTRUCTION CODE, ORDINANCE 21-03P

MOVED BY McALLISTER

To adopt the Ordinance 21-03P.

SECONDED BY RICE

ROLL CALL: McALLISTER, RICE, JAHN, PARTAKA

ALL YEAS

MOTION CARRIED

7. RESOLUTION ADDRESSING FLOODPLAIN PROVISIONS OF THE STATE CONSTRUCTION CODE 21-01

MOVED BY: JAHN

To adopt Resolution 21-01 as presented

SECONDED BY: McALLISTER

ROLL CALL: JAHN, McALLISTER, PARTAKA, RICE

ALL YEAS
MOTION CARRIED

8. 2020 – 2021 BUDGET AMENDMENTS

MOVED BY: JAHN

SECONDED BY McALLISTER

To amend the 2020-2021 Budget as presented.

2020 -2021 Budget Amendments				
Move From	GL Number	Amount to move	GL Number	DESCRIPTION
			Dept 191 - ACCOUNTING DEPARTMENT	
Capitol Outlay	101-101-970-C	\$ 5,835.00	101-191-702-00	ELECTION SALARY
Capitol Outlay	101-101-970-C	\$ 2,150.00	101-191-727-00	ELECTION SUPPLIES
		\$ 7,985.00		
			Dept 206	
Capitol Outlay	101-101-970-00		101-206-980-00	AMBULANCE CONTRACT
Capitol Outlay	101-101-970-C	\$ 6,365.00	101-206-980-02	LXINGTON RESCUE RUNS
Capitol Outlay	101-101-970-C	\$ 8,410.00	101-206-983-00	CROSWELL FIRE CONTRACT
Capitol Outlay	101-101-970-C	\$ 700.00		
		\$ 22,855.00		
			Dept 215 - CLERK	
Capitol Outlay	101-101-970-C	\$ 1,500.00	101-215-704-01	DEPUTY CLERK SALARY
Total of Capitol Outlay to move		\$ 32,340.00		
Move From	GL Number	Amount to move	GL Number	DESCRIPTION
			Dept 253 - TREASURER	
TRE VILLAGE TAX ADMIN FEE	1-253-702-02	\$ 1,750.00	101-253-702-02	TRE VILLAGE TAX ADMINISTRATION
			101-253-704-02	DT VILLAGE TAX COLLECTION FEE
Total of Treasurer inter department move		1,750.00		

ROLL CALL: JAHN, McALLISTER, RICE, PARTAKA
ALL YEAS
MOTION CARRIED

9. 2021-2022 BUDGET PROPOSALS

GENERAL FUND

MOVED BY: JAHN

SECONDED BY: McALLISTER

To offer up General Appropriation Resolution 21-02, adopting the 2021-2022 General Fund

ROLL CALL: JAHN, McALLISTER, RICE, PARTAKA

ALL YEAS
MOTION CARRIED

GENERAL APPROPRIATION RESOLUTION
RESOLUTION FOR ADOPTION BY THE
TOWNSHIP OF LEXINGTON
GENERAL FUND
2021/2022
21-02

RESOLVED, that this resolution shall be the general appropriations of the Township of Lexington for the fiscal year ending June 30, 2022. A resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income by the Township of Lexington.

ACCOUNT DESCRIPTION	APPROVED BUDGET
REVENUE	
PROPERTY TAXES	110,000
PROPERTY TAX FEES	50,000
PROPERTY TAX INTEREST	300
SUMMER TAX COLLECTION FEE	7,600
VILLAGE TAX COLLECTION	5,600
INTERGOVERNMENTAL	229,569
MOBILE HOME PARK TAXES	1,800
ZONING	3,250
ELECTION REIMBURSEMENT	1,000
INTEREST	1,000
CABLE FRANCHISE	3,000
PUBLIC SAFETY	25,000
CHLORIDE REIMBURSEMENTS	1,500
MISCELLANEOUS REVENUE	500
SUBDIVISION WEED CUTTING	2,000
TRANSFER FROM LIQUOR FUND	850
WATER CONNECTION FEE	0
WATER SPECIAL ASSESSMENT DISTRICT	0
WATER BOND SHORTAGE FEE	0
METRO AUTHORITY MAINTENANCE	5,000
TOWER LEASE PROPERTY RENTAL	1
REVOLVING DELIQUENT TAXES	500
HOMESTEAD REFUNDS	1,000
TAX PENALTY	1,000
HEARINGS	600
COPIES AND POSTAGE	25
YARD SALE PERMITS	30
REBATES/COMMISSIONS	100
WILD RIVER ROAD PRINCIPLE	0
WILD RIVER ROAD INTEREST	<u>0</u>

TOTAL REVENUE 451,225

EXPENDITURES

TOWNSHIP DEPARTMENT	145,506
SUPERVISOR DEPARTMENT	10,638
ELECTION DEPARTMENT	14,350
PUBLIC SAFETY DEPARTMENT	89,865
ASSESSOR DEPARTMENT	68,100
CLERK DEPARTMENT	29,619
TREASURER DEPARTMENT	39,137
TOWNSHIP HALL DEPARTMENT	10,000
ROADS DEPARTMENT	234,898
ZONING/PLANNING DEPARTMENT	<u>36,549</u>
TOTAL EXPENDITURES	678,662

FURTHER RESOLVED, that no trustee, officer or employee of the Township shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Trustees and in keeping with the budgetary policy statement hitherto adopted by the Board

BE IT FURTHER RESOLVED, that the Clerk is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Trustees and in keeping with the budgetary policy statement hitherto adopted by the Board.

This appropriation resolution is to take effect July 01, 2021.

BE IT FURTHER RESOLVED, that, for purposes of meeting emergency needs of the Township, transfers of appropriations from functional to functional title may be made upon the written authorization of the Supervisor, but no transfers shall be made without the approval of the Board of Trustees. When the Supervisor makes a transfer of appropriations, as permitted by this resolution, such transfer shall be presented to the Board of Trustees at its regular scheduled meeting in the form of an appropriation amendment, which amendment shall be adopted by the Board of Trustees at such meeting.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted at a meeting of the Lexington Township Board held at the Township Hall on June 24, 2021 that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being 1976 PA 267; that a quorum of the Board was present and voted in favor of said Resolution; and that minutes of said meeting were kept and will be or have been made available as required by said Open Meetings Act.

BY: _____
Doriann Rice, Clerk
Lexington Township

LIQUOR FUND

MOVED BY: RICE

To: offer up Liquor Appropriation Resolution 21-03, adopting the 2021-2022 Liquor Fund Budget

SECONDED BY: JAHN

ROLL CALL: RICE, JAHN, PARTAKA, McALLISTER

ALL YEAS

DRAFT

**LIQUOR APPROPRIATION RESOLUTION
RESOLUTION FOR ADOPTION BY THE
TOWNSHIP OF LEXINGTON
LIQUOR FUND
2021/2022
21-03**

RESOLVED, that this resolution shall be the general appropriations of the Township of Lexington for the fiscal year ending June 30, 2022. A resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income by the Township of Lexington.

ACCOUNT DESCRIPTION	APPROVED BUDGET
REVENUE	850
INTEREST	1
TOTAL REVENUE	<u>851</u>
TOTAL EXPENDITURES	850

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BY: _____
Doriann Rice, Clerk
Lexington Township

10. LOWE LAND REAPPORTIONMENT

MOVED BY: PARTAKA

SECONDED BY: MCALLISTER

To approve of reapportionment subject to pond agreement submitted to the Zoning Administrator in accordance with the Zoning Ordinance.

ALL YEAS
MOTION CARRIED

MOVED BY: McALLISTER
To adjourn at 6:55 PM

SECONDED BY: RICE
ALL YEAS
MOTION CARRIED

Respectfully submitted:
Judy Vandewarker, Recorder

06/27/2021

NEXT SCHEDULED MEETING
THURSDAY, JULY 22, 2021 AT 6:00 PM