

**BLAIR TOWNSHIP BOARD OF TRUSTEES**

**Regular Meeting**

**May 12, 2020**

**6:00PM**

**APPROVED**

**CALL TO ORDER:** The regular meeting of the Blair Township Board of Trustees was held at 6:00pm on May 12, 2020 via ZOOM and was called to order by Supervisor Blonshine.

**OPENING CEREMONIES:** The Pledge of Allegiance was recited.

**ROLL CALL:** Members Present: Kucera, Fleis, Zeits, Fitzpatrick, Campbell, Blonshine and Wolfgang. Also, in attendance were Emergency Services Director Eric Somsel, Fire Chief Bill Parker, Brad Jewett and one (1) guest.

**BRIEF PUBLIC INPUT:** There was none.

**APPROVAL OF AGENDA:** Moved by Wolfgang second by Zeits, to approve agenda with additions. **Yes:** Fleis, Zeits, Kucera, Fitzpatrick, Wolfgang, Campbell and Blonshine. **No:** None. **Motion carried.**

**DECLARATION OF CONFLICT OF INTEREST:** None stated.

**PRESENTATIONS/SPECIAL REPORT:**

**GRAND TRAVERSE COUNTY COMMISSIONER REPORT:** Report given by Brad Jewett, there have been no county layoffs during the COVID Stay at Home Order, all county offices are still doing business as usual by appointment only, no walk-ins at this time. In the works is a fundraiser for the Senior Center.

**SHERIFF'S REPORT:** No officer present.

**GRAND TRAVERSE COUNTY ROAD COMMISSION:** No representative present.

**Wade Trim/Operation Services Report:** No engineer present.

**Treasurer Report:** Board member Campbell gave her report.

**ANNOUNCEMENTS/CORRESPONDENCE:** Supervisor Blonshine reported that she is working on a plan to get all employees back to work full time safely, Eric Somsel is installing "sneeze guards" at everyone's desk, hand sanitizer available at all work spaces, and donated face masks are available for all employees. With the removal of recycling center from Blair Townhall road, Felicia Randall is working on a grant so a new recycling center could be placed on Township grounds.

**CONSENT CALENDAR**

<u>FUND</u>	<u>CHECK NUMBERS</u>	<u>TOTALS</u>	<u>REPORTS</u>
Pooled Operating	#3810-3890	\$124,716.23	Emergency Services Report
Trust & Agency Fund	#NONE	\$ 0.00	Water Dept. Report
Tax Account	#NONE	\$0.00	Supervisor/Zoning Report
Payroll Check	#1495-1502	\$21,487.21	Minutes Regular Meeting
Direct Deposits/EFT		\$115,610.69	April 14, 2020

**Moved by Wolfgang second by Blonshine** to approve the consent calendar as presented. **Yes:** Blonshine, Campbell, Wolfgang, Fitzpatrick, Fleis, Kucera, and Zeits. **No:** None. **Motion carried.**

**UNFINISHED BUSINESS:** There was none.

**NEW BUSINESS:**

**A. Public Hearings**

**2020/2021 Fiscal Year Fire & Police Fund-2.5 Mills Levied**

Open Public Hearing at 06:24PM, **No Public Input**, Closed at 06:25PM

**2020/2021 Fiscal Year Ambulance Fund-1.4629 Mills Levied**

Open Public Hearing at 06:25PM, **No Public Input**, Closed at 06:26PM

**2020/2021 Fiscal Year General Fund-.8045 Mills Levied**

Open Public Hearing at 06:26PM, **No Public Input**, Closed at 06:27PM

**2020/2021 Fiscal Year Liquor Law Fund**

Open Public Hearing at 06:27PM, **No Public Input**, Closed at 06:28PM

**2020/2021 Fiscal Year Metro Act Fund**

Open Public Hearing at 06:28PM, **No Public Input**, Closed at 06:29PM

**2020/2021 fiscal Year Silver Lake Milfoil**

Open Public Hearing at 06:29PM, **No Public Input**, Closed at 06:30PM

Board member Fitzpatrick lost internet connection this time.

**B. EMS Budget Amendment**

Board member Wolfgang explained that this amendment was needed to transfer the money from the EMS Memorial Fund to the EMS budget to pay for the T-shirts for the Hoops for Gabriella fund raiser.

**Moved by Wolfgang second by Fleis** to Increase Revenue line item 210-000-674.000 Donations by \$592.00 and Increase Expenditure line item 210-651-740.000 Supplies by \$592.00. **Yes:** Campbell, Fleis, Kucera, Blonshine, Zeits and Wolfgang. **No:** None. **Motion carried.**

**C. Sewer Budget Amendment**

Board member Wolfgang explained that two expenditure lines were adopted at the wrong amounts, they were missing a zero.

**Moved by Wolfgang second by Blonshine** to amend the current budget 2019-2020 Utilities line item 590-527-920.000 to \$10,000.00 and the Treatment line item 590-527-956.002 to \$20,000.00. **Yes:** Kucera, Wolfgang, Fleis, Blonshine, Campbell, Zeits. **No:** None. **Motion carried.**

**D. Townhall and Ground Budget Amendment**

Board member Wolfgang stated that when the budget was adopted the board has budgeted wages for a maintenance person, which we have not had for the entire fiscal year so the budget needs to be amended.

**Moved by Blonshine second by Kucera** to amend line items: 101-265-702.000 Salaries/Wages from \$29,551.00 to Zero, 101-265-705.000 Holiday Pay from \$1,337.00 to Zero, and 101-265-714.000 FICA from \$2,363.00 to Zero due to having no maintenance person for the entire Fiscal Year. **Yes:** Blonshine, Kucera, Zeits, Wolfgang, Fleis, Campbell. **No:** None. **Motion carried.**

**E. Renewal of Contract with Fieldwork Services**

**Moved by Kucera second by Wolfgang** to renew the contract for fiscal year of July—June 30, 2021 with Fieldwork Services. **Yes:** Zeits, Campbell, Wolfgang, Blonshine, Kucera, Fleis. **No:** None. **Motion carried.**

**F. Settlement History from Grand Traverse County**

Receive and File

**G. Warrant for Collection of Unpaid Personal Property Taxes**

Receive and File

**H. Township Newsletter-Summer 2020**

Minor changes were discussed.

**Moved by Wolfgang second by Zeits** to accept Summer 2020 Blair Township Newsletter with corrections. **Yes:** Blonshine, Wolfgang, Campbell, Fleis, Kucera, Zeits. **No:** None. **Motion carried.**

**I. Hiring Kim DeLeon for EMS Billing Research**

**Moved by Wolfgang second by Zeits** to approve hiring Kim DeLeon as an independent contractor at \$26.00/hr to assist and research EMS and Fire billing software. **Yes:** Fleis, Zeits, Campbell, Wolfgang, Blonshine, Kucera. **No:** None. **Motion carried.**

**J. Surplus Air Packs**

**Moved by Wolfgang second by Blonshine** to donate 12 Scott SCBA air packs and 26 air bottles to the Regional Training Center for training purposes only. **Yes: Campbell, Kucera, Blonshine, Zeits, Wolfgang, Fleis. No:** None. **Motion carried.**

**Moved by Wolfgang second by Blonshine** to declare 10 Scott SCBA air packs surplus and dispose of them properly. **Yes:** Wolfgang, Campbell, Zeits, Fleis, Blonshine, Kucera. **No:** None. **Motion carried.**

Board member Fitzpatrick rejoined the meeting at this time.

**K. Chief Parker's Education Reimbursement**

Emergency Services Director Somsel stated that the education policy was not followed by Chief Parker, as he did not have prior approval from the board before taking these classes. One was a History class and the other was a Fire Administration class.

**Moved by Blonshine second by Fleis** to reimburse Chief Parker for fifty percent of his Fire and Emergency Service Administration class in the amount of \$310.53. **Yes:** Blonshine, Kucera, Fleis, Zeits, Fitzpatrick, Wolfgang. **No:** Campbell. **Motion carried.**

**L. Resolution #2020-03 Local Governing Body Resolution for Charitable Gaming Licenses**

**Moved by Wolfgang second by Blonshine** to adopt Resolution #2020-03 Local Governing Body Resolution for Charitable Gaming Licenses. **Yes:** Campbell, Kucera, Zeits, Fitzpatrick, Wolfgang, Blonshine, Fleis. **No:** None. **Motion carried.**

**M. Cyber Liability Insurance from Municipal Underwriters**

Board member Wolfgang stated that when she received the bill for the Township's liability insurance there was a quote for this additional coverage included.

**Motion by Wolfgang second by Fleis** to approve adding the Cyber Liability insurance to the Township policy for \$1,119.00 per year. **Yes:** Wolfgang, Campbell, Kucera, Fitzpatrick, Zeits, Fleis, Blonshine. **No:** None. **Motion carried.**

**N. Drop Box for Absentee Ballots**

Board member Wolfgang is requesting the purchase of a drop box for Absentee Ballots. She stated that the drop box on the front door sometimes gets moisture in it and she does not want the ballots damaged.

**Moved by Fitzpatrick second by Kucera** to approve the expenditure of up to \$2,500.00 out of the election budget for a drop box for absentee ballots. **Yes:** Kucera, Fitzpatrick, Fleis, Wolfgang, Blonshine, Zeits, Campbell. **No:** None. **Motion carried.**

- O.** Discussion from Supervisor Blonshine as to when to bring employees back to work full time. Due to construction being open, Matt, Lisa and Wendy will start with staggered shifts next week to transition to full time when stay at home order is lifted. Safety precautions to be in place.

**EXTENDED PUBLIC INPUT:** There was none.

**ADJOURNMENT:** 7:22PM

Cindy Wicksall  
Deputy Clerk