

Exeter Township Board Agenda

August 15, 2017

1. Pledge of Allegiance
2. Roll Call
3. Approval of Agenda

➤ **First Public Comment Time**

4. Approval of July Board meeting Minutes
5. Approval of Special meeting Minutes
6. Correspondence
7. Treasurer Report
8. Fire Chief Report
9. Building Official Report
10. Planning Commission Report
11. Ordinance Officer Report
12. Exeter Historical Society Report
13. Parks and Recreation Report
14. Supervisor's Report

15. Unfinished Business

- A. "REMIND" Text Announcement System
- B. Building Department Remote Access Request
- C.

16. New Business

- A. Approval of 2017 Annual Financial Report
- B. Supplement to Building Permit
- C. Street Light Upgrade
- D. Timbers Road Bridge Contract
- E. MTA Seminars
- F. I.T Right Contract (computers)
- G. Computer Upgrades

➤ **Second Public Comment Time**

17. Motion to Pay Bills
18. Adjournment

Exeter Township
Regular Board Meeting
August 15, 2017

Supervisor Queen called meeting to order with the Pledge of Allegiance at 7:00 p.m.

Roll Call: Boggs, L. Kernyo, T. Kernyo, Queen, Iott present.

Agenda accepted with addition.

First Public Comment:

- Did township make final payment to MCRC.

Minutes from the July 18, Regular Board Meeting, accepted as presented.

Minutes from the July 26, MCRC 2017 Right-of-Way & Various-Local Roads & Ordinance Officer Interview were accepted as presented.

Correspondence

- E-mail from State Representative Joe Bellino: Road funding grant.
- Family Medical Center – Carleton: Tour of newly renovated Carleton office.
- Emergency Management and Homeland Security Division: 2017 Funding Programs available.
- Run Walk Honor Our Bravest: September 16, 10 am. Alpena MI.
- US Census Bureau.

Treasurer's Report

- Attached.

Fire Chief's Report

- Attached.
- Open House is scheduled for October 8, 11 am – 3 pm.

Building Official's Report

- Attached. Year-to-date: 98 permits written, 1 new home, with \$18,020 in fees collected.

Planning Commission Report:

- Minutes are available at the township hall and on the township website.

Ordinance Officer Report:

- New Ordinance Office has been hired and will have report for the next meeting.

Exeter Historical Society Report:

- No meeting.

Parks & Recreation Advisory Board Report:

- Minutes are available at the township hall and on the township website.

Supervisor's Report:

- Attached.

Unfinished Business:

- REMIND Text Announcement System: Tabled.
- Building Department Remote Access Request:

Motion: T. Kernyo 2nd L. Kernyo to remove Building Department Remote Access Request from the agenda. Carried.

New Business:

- Approval of Exeter Township's 2017 Annual Financial Report:

Motion: T. Kernyo 2nd L. Kernyo to accept the Exeter Township's 2017 Annual Financial Report as prepared by Cooley Hehl Wohlgamuth & Carleton, P.L.L.C. Carried.

- Supplement to Building Permit:

Motion: T. Kernyo 2nd L. Kernyo to approve the use of a new form along with the issuance of a building permit that requires a signature from the applicant regarding the township's responsibility with owner property disputes. Carried.

- Street Light Upgrade: Tabled.
- Timbers road bridge contract:

Motion: T. Kernyo 2nd L. Kernyo to approve the additional \$6,151 with a corrected contract for the Timbers Road bridge rehabilitation. Roll Call: Queen – Y, Iott – Y, L. Kernyo – Y, T. Kernyo – Y, Boggs – Y. Carried.

- MTA Seminars:

Motion: Iott 2nd L. Kernyo to approve expenses for any board member wishing to attend the scheduled 2017 MTA "On The Road" conferences. Carried.

- I.T.RIGHT Contract: Computer Support

Motion: Iott 2nd Boggs to approve the I.T.Right contracts as follows. Service Contract - \$2,400, Cisco Network Security Firewall Appliance - \$1,240.14, Patch Management and Remote Maintenance Program - \$305 and Remote Backup – \$500. Roll Call: Queen – Y, T. Kernyo – Y, Iott – Y, L. Kernyo – Y, Boggs – Y. Carried.

- Computer RAM Upgrades: Addressed under I.T.Right Computer Contracts.
- Exeter Road Property Contract:

Motion: Iott 2nd L. Kernyo to authorize the Supervisor to relist the Exeter Road property parcel # 5806-024-006-30 with a different Realtor and list it for a minimum of \$18,000. Carried.

Second Public Comment:

- Inquiry from Village of Maybee President regarding township contribution for playscape at the Maybee Park.
- Supervisor request approval to send thank you cards to Stoneco for donation to Ida-Maybee road project and Ruhlig Farms for helping with removal of dead tree at the township hall.

Motion: L. Kernyo 2nd Boggs to approve payment of the bills. Carried.

Supervisor Queen adjourned meeting at 9:01 p.m. without objection.

Billie Iott, Clerk

EXETER TOWNSHIP TREASURER'S REPORT

July 31, 2017

GENERAL FUND

\$	152,705.02	Balance as of June 30, 2017
\$	2,268.00	Electrical, Plumbing, Mechanical, Building Permits
\$	300.00	Land Split/Combination Fees
\$	105.33	Delinq. PPT Collection
\$	42,582.00	State of Michigan - Revenue Sharing
\$	5,782.86	Tax Collection
\$	228.14	Refund - Maybee Library
\$	620.50	Corelogic - charge for tax roll
\$	(17,190.01)	Checks #27334-27366
\$	(759.00)	ACH - Utilities (DTE, MGU, Streetlights)
\$	(265.26)	ACH - Charter Communications
\$	(1,863.86)	Federal Tax Coupon
\$	(532.48)	State of Michigan
\$	(128.85)	Frontier
\$	(133.57)	Staples
\$	(1,464.75)	Accident Fund of Michigan
\$	7.78	Huntington Bank - Interest on Account
\$	<u>182,261.85</u>	<u>BALANCE AS OF JULY 31, 2017</u>

WATER DISTRICT #2

\$	218,186.00	Balance as of June 30, 2017
\$	46.38	Monroe Bank & Trust - Interest on Account
\$	(6.25)	Monthly Sweep Fee
\$	<u>218,226.13</u>	<u>BALANCE AS OF JULY 31, 2017</u>

WATER DISTRICT #3

\$	310,497.74	Balance as of June 30, 2017
\$	65.86	Monroe Bank & Trust - Interest on Account
\$	(6.25)	Monthly Sweep Fee
\$	<u>310,557.35</u>	<u>BALANCE AS OF JULY 31, 2017</u>

WATER DISTRICT #4A

\$	557,928.63	Balance as of June 30, 2017
\$	118.42	Monroe Bank & Trust - Interest on Account
\$	(6.25)	Monthly Sweep Fee
\$	<u>558,040.80</u>	<u>BALANCE AS OF JULY 31, 2017</u>

WATER DISTRICT #4B

\$	369,722.02	Balance as of June 30, 2017
\$	78.54	Monroe Bank & Trust - Interest on Account
\$	(6.25)	Monthly Sweep Fee
\$	<u>369,794.31</u>	<u>BALANCE AS OF JULY 31, 2017</u>

WATER DEVELOPMENT FUND

\$	38,716.16	Balance as of June 30, 2017
\$	4.77	Huntington Bank - Interest on Account
\$	<u>38,720.93</u>	<u>BALANCE AS OF JULY 31, 2017</u>

FIRE FUND SAVINGS (EQUIPMENT)

\$	30,034.14	Balance as of June 30, 2017
\$	3.70	Huntington Bank - Interest on Account
\$	<u>30,037.84</u>	<u>BALANCE AS OF JULY 31, 2017</u>

TAX COLLECTION ACCOUNT

\$	21.52	Balance as of June 30, 2017
\$	216,455.44	Tax Collection
\$	1,000.00	Delinquent PPT Collected
\$	(74,870.00)	Transfer to Tax Checking for disbursement
\$	(126.10)	Returned Item (Stop Payment
\$	-	Huntington Bank - Interest on Account
\$	<u>142,480.86</u>	<u>BALANCE AS OF JULY 31, 2017</u>

TAX CHECKING

\$	2,607.65	Balance as of June 30, 2017
\$	74,870.00	Transfer from Tax Collection Account for disbursement
\$	15.00	Service Charge refund
\$	(77,495.91)	Checks #4980-4988
\$	<u>(3.26)</u>	<u>BALANCE AS OF JULY 31, 2017**</u>

**** Negative balance due to clerical error; deposit recorded to this account, actually deposited to another. Corrected when discovered; checking account was never at a negative balance****

PETTY CASH

\$	400.00	Balance as of June 30, 2017
\$	-	No activity this monty
\$	<u>400.00</u>	<u>BALANCE AS OF JULY 31, 2017</u>

CERTIFICATES OF DEPOSIT

\$	25,000.00	Huntington Bank (3-16-17) 365 day term .45% APR; matures 3-16-18
\$	<u>25,000.00</u>	

\$ 1,875,516.81 TOTAL FUNDS ON HAND JULY 31, 2017

User: BIott

CHECK DATE BEFORE

DB: Exeter

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GEN GENERAL FUND					
15/2017	GEN	455 (E)	LIGHT	DTE ENERGY	1,387.57
08/15/2017	GEN	456 (E)	CHART	CHARTER COMMUNICATIONS	265.33
08/15/2017	GEN	457 (E)	DTE	DTE ENERGY	437.00
08/15/2017	GEN	458 (E)	BANK	EFTPS	1,665.23
08/15/2017	GEN	459 (E)	STATE	STATE OF MICHIGAN	473.28
08/15/2017	GEN	460 (E)	STAPL	STAPLES	73.75
08/15/2017	GEN	461 (E)	MGU	MICHIGAN GAS UTILITIES	369.00
08/15/2017	GEN	462 (E)	PHONE	FRONTIER	128.80
08/15/2017	GEN	27388	MONRO	MONROE EVENING NEWS	619.57
08/15/2017	GEN	27389	ROAD	MONROE CO. ROAD COMMISSION	9,166.00
08/15/2017	GEN	27390	PETRA	PETRANGELO, BONDY & CROSSLEY	250.54
08/15/2017	GEN	27391	MONROE CON	MONROE CONSERVATION DISTRICT	750.00
08/15/2017	GEN	27392	SANDR	SANDRA KURTANSKY	48.15
08/15/2017	GEN	27393	GREATAMERI	GREATAMERICA FINANCIAL SVCS.	167.14
08/15/2017	GEN	27394	KINZIT	KINZIT LLC	1,315.00
08/15/2017	GEN	27395	BOB QUEEN	BOB QUEEN	99.02
08/15/2017	GEN	27396	AFLAC	AFLAC	229.19
08/15/2017	GEN	27397	MANNI	MANNIK & SMITH	237.50
08/15/2017	GEN	27398	BANAS	BANAS BUILDING CENTER	46.17
08/15/2017	GEN	27399	D S BRUCK	D.S. BRUCK & SON YARD SERVICES	100.00
08/15/2017	GEN	27400	CITYWATER	CITY OF MONROE WATER DEPARTMENT	51.39
08/15/2017	GEN	27401	SWEEN	SWEENEY FARMS	75.78
08/15/2017	GEN	27402	WATTS ROOF	WATTS ROOFING	450.00
08/15/2017	GEN	27403	SWEEN	SWEENEY FARMS	147.85
08/15/2017	GEN	27404	BAKERS GAS	BAKER'S GAS & WELDING SUPPLIES	161.16
08/15/2017	GEN	27405	TIME	TIME EMERGENCY EQUIPMENT	4,523.79
08/15/2017	GEN	27406	FIRE	EXETER TOWNSHIP VOL FIRE DEPT	750.00
08/15/2017	GEN	27407	STEVENS DI	STEVENS DISPOSAL & RECYCLING SERVIC	63.25
08/15/2017	GEN	27408	ROCKE	ROCKET ENTERPRISES	565.00

GEN TOTALS:

Total of 29 Checks:

24,616.46

Less 0 Void Checks:

0.00

Total of 29 Disbursements:

24,616.46

Exeter Township Payroll
For Check Dates 08/15/2017 to 08/15/2017

Check Number	Name	Check Date	Pay Period End Date	Net
27367	BEZEK, ROGER P	08/15/2017	08/15/2017	73.88
27368	BILLS, JOHN	08/15/2017	08/15/2017	32.32
27369	BOGGS, DANIEL J	08/15/2017	08/15/2017	32.33
27370	BOGGS, THOMAS W	08/15/2017	08/15/2017	440.24
27371	CALKINS, BURTON P	08/15/2017	08/15/2017	28.63
27372	CHICKERAL, CHRISTINE N	08/15/2017	08/15/2017	28.63
27373	DURHAM, JILL A	08/15/2017	08/15/2017	839.38
27374	GAY, WILLIAM	08/15/2017	08/15/2017	30.83
27375	IOTT, BILLIE	08/15/2017	08/15/2017	1,715.84
27376	KERNYO, LEONARD	08/15/2017	08/15/2017	439.08
27377	KERNYO, TAMMY	08/15/2017	08/15/2017	1,234.33
27378	KURTANSKY, SANDRA	08/15/2017	08/15/2017	1,622.95
27379	LAZETTE, GARY J	08/15/2017	08/15/2017	44.28
27380	PEREZ, ENRIQUE	08/15/2017	08/15/2017	30.83
27381	QUEEN, JACKIE R	08/15/2017	08/15/2017	1,223.55
27382	SCHAFER, DAVID F.	08/15/2017	08/15/2017	30.83
27383	SCHROEDER, DIANE K	08/15/2017	08/15/2017	30.02
27384	SHAW, TRESSA L	08/15/2017	08/15/2017	297.52
27385	SWEENEY, DON	08/15/2017	08/15/2017	696.88
27386	THOMPSON, TIMOTHY W	08/15/2017	08/15/2017	1,466.50
27387	TIBAI, MARK E	08/15/2017	08/15/2017	414.92
Total Checks: 21				10,753.77

Transaction
8/1/2017 Through 8/31/2017

Date	Account	Num	Description	Memo	Amount
8/15/2017	Water District #2	1172	Monroe County Drain Commissioner	WD#2 Invoice due 8-31-17	-7,416.08
8/15/2017	Water District #3	1173	Monroe County Drain Commissioner	WD3 Invoice due 8-31-17	-19,128.63
8/15/2017	Water District #4A	1174	Monroe County Drain Commissioner	WD4A Invoice due 8-31-17	-39,072.94
8/15/2017	Water District #4B	1175	Monroe County Drain Commissioner	WD4b Invoice due 8-31-17	-22,332.96
TOTAL 8/1/2017 - 8/31/2017					-87,950.61

TOTAL INFLOWS 0.00

TOTAL OUTFLOWS -87,950.61

NET TOTAL -87,950.61

Exeter Twp. Vol. Fire Department
June 20 Thru July 17, 2017

Illegal Burn	1
Medical	13
Smoke Alarm	1
Tree Fire	1
Structure Fire standby Frenchtown	2
Structure Fire Ash	5
Tree down Ash	3
Gas Leak Ash	2
Tree on Car	1
Structure Fire LMR	1
Line down	1
Total	31
Total to date	146

Exeter Twp. Vol. Fire Department
July 18 thru August 14, 2017

June 20 thru July 17, 2017
30 Calls

Medical	7
Fire Alarm	1
Asst. Ash truck fire	1
Line Down	1
PI	3
Stand by Berlin	1
Total	17
Total to date	162

Open House Sunday October 8 from 11:00 to 3:00

Permit List

08/08/12

Permit #	Address	Category	Applicant Name	Date Issued	Date Expires	Amount Billed
PB170045	10465 SUMPTER RD	WINDOWS	HANSON	07/06/2017	07/06/2018	\$150.00
PB170046	6543 OAKVILLE WALTZ RD	POLE BUILDING	ARNOLD ERICK	07/19/2017	07/19/2018	\$216.00
PB170047	10720 FINZEL RD	ROOF	MR ROOF	07/27/2017	07/27/2018	\$190.00
PB170048	10720 FINZEL RD	RES, ALTERATION	MR ROOF	07/27/2017	07/27/2018	\$190.00
PB170049	4497 COLF RD	ROOF	ZACHARY RICHARDSON	07/27/2017	07/27/2018	\$190.00
PB170050	10315 EXETER RD	RES, ADDITION	NEAL ARTHUR W & MARY	07/27/2017	07/27/2018	\$286.00
PE170026	10315 EXETER RD	Electrical	NEAL ARTHUR W & MARY	07/27/2017	07/27/2018	\$156.00
PM170017	14660 CAPERNALL RD	Mechanical	J&K MECHANICAL	07/25/2017	07/25/2018	\$130.00
PM170018	4755 COLF RD	Mechanical	CALKINS BURTON P & TWILA	07/25/2017	07/25/2018	\$105.00
PP170004	6570 HUYON RD	Plumbing	DONALD R HOBKIRK	07/20/2017	07/20/2018	\$150.00

Number of Permits: 10

Total Billed: \$1,763.00

Population: All Records
 Permit Date Issued Between 7/1/2017 12:00:00 AM AND
 7/31/2017 11:59:59 PM AND
 Permit Status = ISSUED

PE170025	13480 CARLETON WEST RD	Electrical	PARKS CLIFFORD H & TAMMAY	06/29/2017	06/29/2018	\$105.00
PE170026	10315 EXETER RD	Electrical	NEAL ARTHUR W & MARY	07/27/2017	07/27/2018	\$156.00
PM170001	5700 SCOFFIELD CARLETON RD	Mechanical	IVAN IVANOV	01/03/2017	03/02/2018	\$105.00
PM170002	10172 JEFFERSON CT	Mechanical	SHANTEAU RICKY	01/05/2017	03/02/2018	\$195.00
PM170003	10442 PALMER RD	Mechanical	MILLERS NU-TECH	01/24/2017	08/10/2018	\$80.00
PM170004	6480 HIVON RD	Mechanical	A TO Z	02/21/2017	02/21/2018	\$160.00
PM170005	5640 COLF RD	Mechanical	BATTLES DOUGLAS A	03/14/2017	03/30/2018	\$175.00
PM170006	12585 EXETER RD	Mechanical	MUSTAFA KAY	03/28/2017	08/10/2018	\$105.00
PM170007	6267 COLF RD	Mechanical	JON CERRTOR	03/29/2017	03/29/2018	\$190.00
PM170008	4450 W NEWBURG RD	Mechanical	MUSTAFA KAY	04/18/2017	08/10/2018	\$130.00
PM170009	11000 S STONY CREEK RD	GENERATOR CONNECTION	JEFFEREY HEISERMAN	04/18/2017	04/18/2018	\$55.00
PM170010	8830 IDA MAYBEE RD	Mechanical	DUANE BUONO	05/16/2017	05/16/2018	\$145.00
PM170011	7900 W NEWBURG RD	Mechanical	ROBERTS KAREN E & PAUL W	05/25/2017	05/25/2018	\$105.00
PM170012	9907 FINZEL RD	Res, Miscellaneous	PATRICK MCEVOY	05/31/2017	08/10/2018	\$130.00
PM170013	4900 OHARA RD	Mechanical	GARY PIPA	06/01/2017	06/01/2018	\$160.00
PM170014	9060 FINZEL RD	Mechanical	JANES JASON C & KRISTA J	06/01/2017	06/01/2018	\$135.00
PM170015	14075 TIMBERS RD	Mechanical	ADVANCED PLUMBING	06/06/2017	08/10/2018	\$55.00
PM170017	14660 CAPERNALL RD	Mechanical	J&K MECHANICAL	07/25/2017	07/25/2018	\$130.00
PM170018	4755 COLF RD	Mechanical	CAIKINS BURTON P & TWILLA	07/25/2017	07/25/2018	\$105.00
PP170001	5640 COLF RD	Plumbing	CLARK PLB.	03/07/2017	03/29/2018	\$221.00
PP170002	9801 PALMER RD	Plumbing	BITZ CHAD	03/23/2017	03/23/2018	\$151.00
PP170003	11275 EXETER RD	Res, Miscellaneous	PLUMBING PROFESSORS	04/25/2017	04/25/2018	\$105.00
PP170004	6570 HIVON RD	Plumbing	DONALD R HOBKIRK	07/20/2017	07/20/2018	\$150.00

Number of Permits: 98

Total Billed: \$18,020.00

Population: All Records

Permit Date Issued Between 1/1/2017 12:00:00 AM AND
7/31/2017 11:59:59 PM

Year to date

Supervisor's Report

Exeter Township

August 15, 2017

1. Met with Randy Pierce and Keith Richards from MCRC and Jay Harrington from Precision Arrogation to discuss roadside mowing contract for the back banks of the ditches. The Township ditches were to be mowed for 16,500 with 2 passes on the back bank cutting brush and trees up to 10 inches in diameter. The new mower head that was purchased for the job did not perform to the degree that was acceptable brush and trees were cut at the base and not shredded. So the new contract that was settled on is to accept the 20 miles of the 60 miles that was cut and to finish the rest for 12,000 with 2 passes on the back bank cutting 3 inch brush and trees.
2. Working on newsletter hope to have it done by 8-18-17
3. Exeter Rd. repaving is started between O hara and Nolan Rd.
4. Scott Assenmacher engineer for MCRC is taking another job after 19 years.
5. Jay Harrington started mowing in the Northeast corner of the TWP.
6. Our mower finished the front banks in the Northwest corner of the TWP.
7. Had to replace exhaust pipe and stack on our 6310 tractor from muffler.
8. 5 road complaints were turned in to MCRC and also had multiple calls on grading and dust control. Tree blocking visibility on Stone Rd. at Palmer Rd. was removed