

Exeter Township Board Agenda

March 21, 2017

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

- **First Public Comment Time**

4. Approval of Minutes
5. Correspondence
6. Treasurer Report
7. Supervisor 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 Advisory Board

14. **Unfinished Business**

- a. Soccer Field Contract
- b. Exeter Zoning Ordinance Amendments to Articles 3 and 21 (need to re-adopt)
- c. Budget Amendment
- d. Tree Removal by Township Hall Parking Lot

15. **New Business**

- a. Mowing Contracts
- b. Pond and Fill Application Fees
- c. Rick Kleinow retiring letter
- d. Budget Hearing and Special Meeting
- e. Entering Building Permits
- f. Building Permit Fee change
- g. Reappointments for 2017/18 Fiscal year
 1. Engineers - Mannik & Smith; LSL Planning Inc.
 2. Planning Consultants - Mannik & Smith; LSL Planning Inc.
 3. Attorneys - Petranelo, Bondy, & Crossley; William K. Fahey
 4. Accounting Advisor - Cooley, Hehl, Wohlgamuth & Carlton
 5. Financial Advisor - Public Financial Management (PFM)
 6. Bond Council – Miller Confield

- **Second Public Comment Time**

16. Motion to Pay Bills
17. Adjournment

Exeter Township
Regular Board Meeting
March 21, 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 as presented.

First Public Comment:

- None

Minutes from February 21 Regular Board Meeting were accepted as corrected.

Motion L. Kernyo 2nd Boggs to accept the February 21 Regular Meeting Minutes as corrected. Carried.

Minutes from the March 9 Building Department Workshop were accepted as presented.

Minutes from the March 14 Budget Workshop were accepted as presented.

Minutes from the March 15 Budget Workshop were accepted as corrected.

Motion: T. Kernyo 2nd L. Kernyo to accept the March 15 Budget Workshop Meeting Minutes as corrected. Carried.

Correspondence

- None

Treasurer's Report

- Attached.
- Water District # 1 is closed and has been removed from the Treasurers Report.
- Winter Tax Collection has ended and has balanced with the County.
- Renewed \$25,000 CD at Huntington Bank, 365 day term at .45% APR, matures on 3-16-18.
- Must appear at April 7th court hearing to clear out old personal property bills.

Supervisor's Report:

- Attached.

Fire Chief's Report

- Attached.
- Had to repair the fire hall roof twice so far in March.

Building Official's Report

- Attached. Year-to-date: 17 permits written, 0 new homes, with \$2,552.00 in fees collected.

Planning Commission Report:

- Meeting was held March 7 at 7 pm.
- Minutes available at the Township hall and on Website.
- Trustee L. Kernyo will direct Township Board when Planner needs to be present at planning meeting.

Ordinance Officer Report:

- Attached.

Exeter Historical Society Report:

- Meeting was held March 1.
- Attended the Parks & Recreation Meeting.
- Discussed fund raisers.
- Next meeting will be April 5, 7 pm.

Parks & Recreation Advisory Board Report:

- Meeting was held March 13.
- Minutes are available at Township Hall and on Website.

Unfinished Business:

- Soccer Field Contract. Attorney has asked for more information from the Township Board & Total Sports Complex before a contract can be drawn up.

Motion: Iott 2nd T. Kernyo to authorize the Supervisor to meet with Township Attorney & Total Sports Complex to discuss and draft a Township Soccer Field Use Contract. Carried.

- Exeter Zoning Ordinance Amendments to Articles 3 and 21.

Motion: L. Kernyo 2nd Boggs to adopt the Exeter Zoning Ordinance Amendments to Articles 3 & 21 as recommended by the township Planning Commission & Monroe County Planning Department. Carried.

- Budget Amendments

Motion: T. Kernyo 2nd Queen to accept the Clerk's recommended Budget Amendments. Carried.

- Tree Removal by Township Hall parking lot. Tabled.

New Business:

- MCRC Mowing Contracts. Tabled.
- Pond and Fill Application Fees.

Motion: T. Kernyo 2nd Queen to adopt a \$50 Non Refundable Application Fee for Pond & Fill Permits. Roll Call, T. Kernyo – Y, Boggs – Y, Iott – Y, Queen – Y, L. Kernyo – Y. Carried.

- Deputy Chief Rick Kleinow letter of retirement.

Motion: L. Kernyo 2nd Boggs to accept Deputy Chief Rick Kleinow's letter of retirement with regret. Carried.

- Budget Public Hearing and Special Meeting. Budget Hearing and a Special Meeting has been scheduled for March 28 @ 7 pm due to publication scheduling error.
- Entering Building Permit Applications into BS&A Program.

Motion: Boggs 2nd L. Kernyo to approve the Building Secretary to input Building Permit Applications that do not require Plan Reviews into the BS&A Program, accept fees and issue permits. Carried.

- Building Permit Fee Changes.

Motion: Iott 2nd Queen to approve the Building Permit & Electrical Permit Fee changes as presented. Roll Call: Iott – Y, T. Kernyo – Y, Boggs – Y, Queen – Y, L. Kernyo – Y. Carried. Copy attached.

- Reappointments for 2017/18 Fiscal Year.

Motion: T. Kernyo 2nd L. Kernyo to reappoint Mannik & Smith & LSL Planning Inc. as Township Engineers, Mannik & Smith & LSL Planning Inc. as Township Planning Consultants, Petrangelo, Bondy & Crossley & William K. Fahey as Township Attorneys, Cooley, Hehl, Wohlgamuth & Carlton as Township Accounting Advisor, Public Financial Management (PFM) as Township Financial Advisor, Miller Canfield as township Bond Council. Carried.

Second Public Comment:

- Request that the township notify MCRC concerning dangerous holes on Scofield Carleton Road between Sumpter & Martinsville.

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

Supervisor Queen adjourned meeting at 8:33 p.m. without objection.

Billie Iott, Clerk

EXETER TOWNSHIP TREASURER'S REPORT

February 28, 2017

GENERAL FUND

\$	179,003.39	Balance as of January 31, 2017 Treasurer Report
\$	1,598.00	Electrical, Plumbing, Mechanical, Building Permits
\$	2,799.87	Franchise Fees
\$	48,370.70	Exeter Township Tax Account - tax collection
\$	533.00	Corelogic - Charge for tax roll
\$	(64,308.39)	Checks #27111-27159
\$	(1,113.68)	ACH - Utilities (DTE, MGU, Streetlights)
\$	(256.95)	ACH - Charter Communications
\$	(1,771.03)	Federal Tax Coupon
\$	(499.75)	State of Michigan
\$	(124.87)	Frontier
\$	(731.32)	Deluxe Checks
\$	(1,000.00)	Neopost
\$	4.07	FirstMerit Bank - Interest on Account
\$	<u>162,503.04</u>	<u>BALANCE AS OF FEBRUARY 28, 2017</u>

WATER DISTRICT #2

\$	270,671.41	Balance as of January 31, 2017
\$	25,892.82	2016 Tax Collection
\$	(92,223.98)	Semi-annual payment to Monroe Co Drain Commissioner
\$	52.75	Monroe Bank & Trust - Interest on Account
\$	<u>204,393.00</u>	<u>BALANCE AS OF FEBRUARY 28, 2017</u>

WATER DISTRICT #3

\$	417,589.75	Balance as of January 31, 2017
\$	67,893.75	2016 Tax Collection
\$	(195,995.00)	Semi-annual payment to Monroe Co Drain Commissioner
\$	82.95	Monroe Bank & Trust - Interest on Account
\$	<u>289,571.45</u>	<u>BALANCE AS OF FEBRUARY 28, 2017</u>

WATER DISTRICT #4A

\$	659,832.73	Balance as of January 31, 2017
\$	99,250.50	2016 Tax Collection
\$	(241,579.94)	Semi-annual payment to Monroe Co Drain Commissioner
\$	131.53	Monroe Bank & Trust - Interest on Account
\$	<u>517,634.82</u>	<u>BALANCE AS OF FEBRUARY 28, 2017</u>

WATER DISTRICT #4B

\$	403,159.30	Balance as of January 31, 2017
\$	50,020.33	2016 Tax Collection
\$	904.54	Payoff
\$	(118,527.46)	Semi-annual payment to Monroe Co Drain Commissioner
\$	79.82	Monroe Bank & Trust - Interest on Account
\$	<u>335,636.53</u>	<u>BALANCE AS OF FEBRUARY 28, 2017</u>

WATER DEVELOPMENT FUND

\$	38,646.45	Balance as of January 31, 2017
\$	2.61	FirstMerit Bank - Interest on Account
\$	<u>38,649.06</u>	<u>BALANCE AS OF FEBRUARY 28, 2017</u>

FIRE FUND SAVINGS (EQUIPMENT)

\$	11,571.57	Balance as of January 31, 2017
\$	17,500.00	Payment from General Fund
\$	0.78	FirstMerit Bank - Interest on Account
\$	<u>29,072.35</u>	<u>BALANCE AS OF FEBRUARY 28, 2017</u>

TAX COLLECTION ACCOUNT

\$	118,800.72	Balance as of January 31, 2017
\$	800,386.24	Tax Collection
\$	25.00	NSF Fee collected
\$	(1,973.15)	Returned deposit item/fee
\$	(872,800.00)	Transfer to Tax Checking for Disbursement
\$	22.25	FirstMerit Bank - Interest on Account
\$	<u>44,461.06</u>	<u>BALANCE AS OF FEBRUARY 28, 2017</u>

TAX ACCOUNT (Disbursement Account)

\$	924.90	Balance as of January 31, 2017
\$	872,800.00	Transfer from Tax Collection Account
\$	(872,907.94)	Checks #4923-4955
\$	<u>816.96</u>	<u>BALANCE AS OF FEBRUARY 28, 2017</u>

PETTY CASH

\$	400.00	Balance as of January 31, 2017
\$	-	No activity
\$	<u>400.00</u>	<u>BALANCE AS OF FEBRUARY 28, 2017</u>

CERTIFICATES OF DEPOSIT

\$	25,000.00	FirstMerit Bank (3-16-16) 12 month term .55% APR; matures 3-16-17*
\$	<u>25,000.00</u>	

\$ 1,648,138.27 TOTAL FUNDS ON HAND FEBRUARY 28, 2017

*Renewed 3-16-17 at Huntington Bank, 365 day term .45% APR, matures 3-16-18

Check Number	Name	Check Date	Pay Period End Date	Net
27161	BEZEK, ROGER P	02/28/2017	02/28/2017	73.88
27162	BOGGS, DANIEL J	02/28/2017	02/28/2017	32.33
27163	BOGGS, THOMAS W	02/28/2017	02/28/2017	440.24
27164	BUSHART, CHARLES E	02/28/2017	02/28/2017	157.48
27165	CALKINS, BURTON P	02/28/2017	02/28/2017	113.57
27166	CHICKERAL, CHRISTINE N	02/28/2017	02/28/2017	144.03
27167	DOUGLASS, JOHN L	02/28/2017	02/28/2017	623.01
27168	DUBY, LOUIS	02/28/2017	02/28/2017	169.74
27169	DURHAM, JILL A	02/28/2017	02/28/2017	894.43
27170	GAY, WILLIAM	02/28/2017	02/28/2017	30.84
27171	IOTT, BILLIE	02/28/2017	02/28/2017	1,495.28
27172	KERNYO, LEONARD	02/28/2017	02/28/2017	439.09
27173	KERNYO, TAMMY	02/28/2017	02/28/2017	1,234.32
27174	KLEINOW, RICK A.	02/28/2017	02/28/2017	337.20
27175	KURTANSKY, SANDRA	02/28/2017	02/28/2017	1,622.95
27176	ORTMAN, MARYANNE	02/28/2017	02/28/2017	421.22
27177	PEREZ, ENRIQUE	02/28/2017	02/28/2017	30.84
27178	QUEEN, JACKIE R	02/28/2017	02/28/2017	1,223.55
27179	SCHROEDER, DIANE K	02/28/2017	02/28/2017	93.04
27180	SHAW, TRESSA L	02/28/2017	02/28/2017	297.51
27181	SWEENEY, DON	02/28/2017	02/28/2017	696.88
27182	TIBAI, MARK E	02/28/2017	02/28/2017	175.05
Total Checks: 22				10,746.48

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GEN GENERAL FUND					
03/21/2017	GEN	415(E)	PHONE	FRONTIER	125.87
03/21/2017	GEN	416(E)	STAPL	STAPLES	979.31
03/21/2017	GEN	417(E)	STATE	STATE OF MICHIGAN	477.43
03/21/2017	GEN	418(E)	BANK	EFTPS	1,832.07
03/21/2017	GEN	419(E)	MGU	MICHIGAN GAS UTILITIES	322.00
03/21/2017	GEN	420(E)	DTE	DTE ENERGY	462.00
03/21/2017	GEN	421(E)	LIGHT	DTE ENERGY	350.72
03/21/2017	GEN	422(E)	DELUXE	DELUXE	731.32
03/21/2017	GEN	423(E)	CHART	CHARTER COMMUNICATIONS	256.55
03/15/2017	GEN	27160	MCTRE	MONROE COUNTY TREASURER	150.00
03/21/2017	GEN	27183	DIESE	DIESEL SERVICE CO.	812.00
03/21/2017	GEN	27184	TIME	TIME EMERGENCY EQUIPMENT	3,173.57
03/21/2017	GEN	27185	BANAS	BANAS BUILDING CENTER	66.83
03/21/2017	GEN	27186	BAKERS GAS	BAKER'S GAS & WELDING SUPPLIES	39.84
03/21/2017	GEN	27187	HERKI	HERKIMER RADIO SERVICE	135.00
03/21/2017	GEN	27188	DCC	DCC	6.54
03/21/2017	GEN	27189	FIRE	EXETER TOWNSHIP VOL FIRE DEPT	750.00
03/21/2017	GEN	27190	WATTS ROOF	WATTS ROOFING	250.00
03/21/2017	GEN	27191	STEVENS DI	STEVENS DISPOSAL & RECYCLING SERVIC	57.50
03/21/2017	GEN	27192	DON	DON SWEENEY	1,613.33
03/21/2017	GEN	27193	TAMMY	TAMMY KERNYO	96.60
03/21/2017	GEN	27194	BILLI	BILLIE IOTT	33.91
03/21/2017	GEN	27195	HRDIRECT	HRDIRECT	74.99
03/21/2017	GEN	27196	AFLAC	AFLAC	229.19
03/21/2017	GEN	27197	FRED KLETT	FRED KLETT	70.00
03/21/2017	GEN	27198	MANNI	MANNIK & SMITH	237.50
03/21/2017	GEN	27199	MONRO	MONROE EVENING NEWS	457.33
03/21/2017	GEN	27200	PETRA	PETRANGELO, BONDY & CROSSLEY	368.57
03/21/2017	GEN	27201	POSTM	POSTMASTER	234.00
03/21/2017	GEN	27202	COUNT	COUNTRY PRINTING	211.00
03/21/2017	GEN	27203	GREATAMERI	GREATAMERICA FINANCIAL SVCS.	136.82

GEN TOTALS:

Total of 31 Checks:	14,741.79
0 Void Checks:	0.00
Total of 31 Disbursements:	<u>14,741.79</u>

Exeter Township

Supervisor report March 21, 2017

1. Diane Schrader, Kevin Halash and myself went to B.O.R training
2. Chris Chickeral donated 100.00 dollars to the Parks and Rec
3. Sumpter rd. and Doty rd. tracks are scheduled to be redone in 20017
4. At March 7, B.O.R meeting assessment roll was turned over to B.O.R
 - a. Burt Calkins was nominated chairperson
 - b. Assessment roll was reviewed
5. On March 17, 2017 assessment roll was turned over to county
6. D.T.E is trimming trees on Baldwin, Palmer and Rawsonville rds.
7. D.T.E had worst outage in their history due to windstorm as of 3-9-17
 - a. 800,000 total customers were out of power.
 - b. 897 in TWP lost power 436 remained out
 - c. 90,000 returned to power
 - d. 3500 wires were down
 - e. Also reported 70 mph sustained winds for 5 hours
 - f. Molly from D.T.E also stated shelters were available for those with lose of heat.
8. 5 road complaints 4 due to potholes and grading 1 for a leaning tree
9. Received list from MCRC for road projects for the year.

EXETER VOL. FIRE DEPT. REPORT
FEB. 21----MARCH 20 2017

MEDICAL 17

P.I. 4

WIRES DOWN 7

MAILBOX FIRE 1

HOUSE FIRE 1
(LMR)

TOTAL FOR THE MONTH 30

TOTAL FOR THE YEAR 61

REPAIRED THE ROOF OF THE FIRE HALL
TWICE, BECAUSE OF WIND

Permit List

03/21/2

Permit #	Address	Category	Applicant Name	Date Issued	Date Expires	Amount Billed
PB170002	9281 EXETER RD	ROOF	DIVERSIFIED ROOFING	02/02/2017	02/02/2018	\$171.00
PB170003	6473 FAY RD	WINDOWS	WALLSIDE	02/07/2017	02/07/2018	\$255.00
PB170004	8475 OAKVILLE WALTZ RD	WINDOWS	HANSON	02/21/2017	02/21/2018	\$255.00
PM170004	6480 HIVON RD	Mechanical	A TO Z	02/21/2017	02/21/2018	\$160.00
PE170005	6480 HIVON RD	FURNACE RECONNECT	A TO Z	02/21/2017	02/21/2018	\$111.00
PB170005	3839 FAY RD	Demolition	SELL STEPHEN	02/23/2017	02/23/2018	\$125.00
PB170006	13920 CAPERNALL RD	POLE BUILDING	BIES WILLIAM & MARLENE	02/23/2017	02/23/2018	\$230.00
PE170006	9334 FINZEL RD	Electrical	DO ELECT.	02/28/2017	02/28/2018	\$164.00
PB170007	6267 COLF RD	WINDOWS	HANSON	02/28/2017	02/28/2018	\$115.00
PE170004	10442 PALMER RD	FURNACE RECONNECT	MILLERS NU-TECH	02/07/2017	03/02/2018	\$55.00

Number of Permits: 10

Total Billed: \$1,641.00

Population: All Records

Permit.DateIssued Between 2/1/2017 12:00:00 AM AND
2/28/2017 11:59:59 PM

Year to Date

Permits	Fees	New Homes
7	911	0
+10	+ 1,641.	+ 0
<u>17</u>	<u>2,552</u>	<u>0</u>

EXETER TOWNSHIP ORDINANCE OFFICER
2017 MONTHLY REPORTS AND TABULATION

JANUARY

BLIGHT	4	
BLIGHT COURT	1	
ANIMAL	1	DOG VS MINI HORSE ATTACK
ZONING	1	ILLEGAL KENNEL
ZONING	1	LIVING IN TRAILER UNFOUNDED
ORDINANCE #10	2	
ROADSIDE DUMPING	1	
TOTAL	11	
<u>TOTAL YTD:</u>	<u>11</u>	

FEBRUARY

BLIGHT	4	
NOISE (#10)	1	MUD BOGGING
ZONING	1	LIVESTOCK
TOTAL	6	
<u>TOTAL YTD:</u>	<u>17</u>	