

**DAVISON TOWNSHIP  
REGULAR BOARD MEETING  
August 14, 2017**

**MEMBERS PRESENT:** Supervisor Karen Miller, Clerk Cindy Shields, Treasurer Pat Miller, Trustee Tim Elkins

Attorney David Lattie

Chief of Police Rick Freeman

Zoning/Planning Administrator Charm Healy

Building Official Matt Place

Planning/Building/Assessing Manager Jeremy Smith

Parks & Rec. Director Casey Reed

**MEMBERS ABSENT:** Trustee Matthew Karr

**OTHERS PRESENT:** Kyle McCree, Fred Jackson, Mary Pavelock, John Krueger  
Dave Shields, Robert Walker, Stephen & Amy Walker, Ben  
Baker, John Gardner, Travis & Reagan Howell, Jim Morey

**CALL TO ORDER**

The regular board meeting of the Davison Township Board of Trustees was called to order at 7:00 p.m. at the Davison Township Municipal Building, 1280 N. Irish Road, Davison, MI 48423 and the pledge of allegiance was recited.

**ADOPT THE AGENDA**

**MOTION BY SHIELDS, SECOND BY ELKINS** to remove item L from the agenda and was approved as presented. Motion carried unanimously.

**PREVIOUS MINUTES**

**MOTION BY P. MILLER, SECOND BY ELKINS** to approve the July 10, 2017 regular meeting minutes as presented. Motion carried unanimously.

**MOTION BY P. MILLER, SECOND BY SHIELDS** to approve the July 21, 2017 special meeting minutes as presented. Motion carried unanimously.

**MOTION BY P. MILLER, SECOND BY SHIELDS** to approve the August 9, 2017 special meeting minutes as presented. Motion carried unanimously.

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**TREASURER'S REPORT**

Mr. Miller read the July, 2017 Treasurer's report as follows:

General Fund	\$ 368,579.00
Construction Fund	397,829.25
Tax Fund	<u>648,137.18</u>
Total	\$1,414,545.43

The Quarterly report was given with a grand total of \$1,036,461.22

**MOTION BY SHIELDS, SECOND BY ELKINS** to approve the July, 2017 Treasurer's report as presented. Motion carried unanimously.

**APPROVAL OF BILLS**

Ms. Miller read the July, 2017 Board bills as follows:

General Fund	\$1,144,436.38
Construction Fund	511,240.24
Tax Fund	<u>648,136.39</u>
Total	\$2,303,813.01

**MOTION BY P. MILLER, SECOND BY ELKINS** to approve payment of the July, 2017 board bills as presented. Roll call: Yes – P. Miller, Shields, K. Miller, Elkins. Motion carried.

**PUBLIC COMMENT**

The public comment period was opened at 7:06 p.m. and there was discussion about the repaving of Atherton Country Club Estates. The public comment period was closed at 7:08 p.m.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**Eagle Scout Robert Walker Certificate of Appreciation Presentation**

Karen stated that Eagle Scout Robert Walker approached Casey Reed about doing his Eagle Scout project. Casey suggested the Storybook Trail and Robert took on the task. He raised funds and built the containers that hold the books himself. The Township Board would like to recognize him for his outstanding work and devotion to the Davison Community. Travis Howell said that his family has enjoyed the Storybook Trail and are looking forward to many more books.

**Approve Consumers Energy Franchise Ordinance #64**

Mr. Kyle McCree, Consumers Energy representative, spoke on the details of Ordinance #64 which grants Consumers Energy Company the right to lay, maintain and operate gas mains,

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pipes and services and electric lines, towers, masts, poles, cross arms, guys, braces, feeders, transmissions and distribution wires, transformers and other electrical appliances on, along, across and under the highways, streets, alleys, bridges, waterways, and other public places, and to do a local gas and/or electric business in the Township of Davison for a period of thirty years.

**MOTION BY SHIELDS, SECOND BY P. MILLER** to approve Ordinance #64 - Consumers Energy Company Gas and/or Electric Franchise for a period of thirty years. Roll call: Yes – Shields, K. Miller, Elkins, P. Miller. Motion carried.

**Approve MDOT Gateway Park Maintenance Permit Contract**

The agreement details the township's responsibility for the construction, maintenance and operation of a gateway park by the I-69 Highway right-of-way and allows limited access for work. This is in coordination with our CDBG project on Irish Road and Court Street.

**MOTION BY P. MILLER, SECOND BY SHIELDS** to approve the MDOT Gateway Park Maintenance Permit Contract as presented. Roll call: Yes – K. Miller, Elkins, P. Miller, Shields. Motion carried.

**Approve Comcast Franchise Agreement**

Mr. John Gardner, Comcast Representative, stated that Comcast is seeking to provide video service in the township area and a Uniform Video Service Local Franchise Agreement with the Local Unit of Government is a standard procedure.

**MOTION BY SHIELDS, SECOND BY ELKINS** to approve the Michigan Uniform Video Service Local Franchise Agreement with Comcast as presented. Roll call: Yes- Elkins, P. Miller, Shields, K. Miller. Motion carried.

**Approve Davison Township Capitalization Policy**

Auditors have suggested to update the Capitalization Policy to "any individual item purchased that does not exceed \$2,500 and has a useful life of greater than two years".

**MOTION BY P. MILLER, SECOND BY ELKINS** to approve the Davison Township Capitalization Policy Administrative Policy #2017-8-14 as presented. Motion carried unanimously.

**Approve Henderson Road Culvert Agreement**

Genesee County Road Commission agrees that it will make certain highway improvement and/or repairs to the Big Swamp Drain with a total cost of \$112,500. Davison Township's portion will be \$22,500 or 25% of the cost. This is a reduction from the previous agreement which had the township's portion at 50%.

**MOTION BY SHIELDS, SECOND BY ELKINS** to approve the Genesee County Road Commission Henderson Road Culvert Agreement with Davison Township as presented. Roll call: Yes – P. Miller, Shields, K. Miller, Elkins. Motion carried.

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**Approve bid for Roof Repair at Williams Park**

Three quotes for half and total roof repair to the south house at Williams Park were received by Building Official Matt Place: Sweer's \$4,800/\$14,500, Olmstead \$8,300/\$24,650 and Genesee Roofing \$8,400/\$22,000.

**MOTION BY K. MILLER, SECOND BY ELKINS** to approve Sweer's to do the full roof replacement at \$14,500 plus the cost to replace damaged sheeting if necessary. Roll call: Yes- Shields, K. Miller, Elkins, P. Miller. Motion carried.

**Approve Personnel Manual Amendments**

Amended the Personnel Manual to include health care in retirement information for new employees hired into a full-time position on or after July 1, 2017, Opt-out of township health care coverage information and removal of COLA language.

**MOTION BY P. MILLER, SECOND BY K. MILLER** to approve the Personnel Manual amendments as presented. Roll call: Yes – K. Miller, Elkins, P. Miller, Shields. Motion carried.

**Approve Defined Benefit Plan Adoption Agreement**

Due to a change in the structure of both Division I and Division II within our MERS pension plan, it is necessary to sign a new adoption agreement.

**MOTION BY ELKINS, SECOND BY P. MILLER** to approve the MERS Defined Benefit Plan Adoption Agreement as presented. Roll call: Yes – Elkins, P. Miller, Shields, K. Miller. Motion carried.

**Approve Retirement Health Savings Program for New Hires**

There were comparisons done between MERS HCSP and ICMA-RC VantageCare. Clerk Shields' recommendation was for the MERS Health Care Savings Plan.

**MOTION BY K. MILLER, SECOND BY P. MILLER** to approve the MERS Health Care Savings Plan Participation Agreement as presented. Roll call: Yes – P. Miller, Shields, K. Miller, Elkins. Motion carried.

**Tree Removal at Township Hall Discussion**

The pine trees at the west end of the building are filling up the down spouts with needles and pine cones causing water damage to the building and roof. It was suggested that they be removed to prevent further damage. The cost would be \$1,500 to remove the two trees and clean up the entire area.

**MOTION BY K. MILLER, SECOND BY ELKINS** to approve the removal of the two trees and cleanup of the area per discussion. Motion carried unanimously.

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**BOARD COMMENTS**

Cindy stated that the auditors are here for the annual audit, next week the testing of the new election equipment will begin, the new PayChex system is up and running, the Fire Authority is researching a fix to a drain problem at the Fire Hall that could cost \$40,000 to \$60,000 that was not budgeted this year.

Karen said that Atherton Country Club Estates repaving estimates should be in next week, 9-1-1 will be looking for a new director because Dave Ackley will be retiring soon, the POLC Clerk/Dispatcher union contract has been ratified with the Lieutenants contract hopefully soon to follow, the sidewalk on Court Street to the Davison Farmers Market is in, Sharks after Dark program was a big success.

Police Chief Rick Freeman stated that Mary Pavelock, one of our Clerk/Dispatchers, will be retiring soon. He will be approaching the Personnel Committee with his plan to replace her.

Charm invited everyone to the Twilight Trail Ribbon Cutting on August 19, 2017 at Williams Park.

Casey said that Sharks after Dark event went very well; over 520 tickets were sold. MWO Wrestling was a success also; we have three Friday Night movies left for the summer and Thank Your Local Hero event is this Friday.

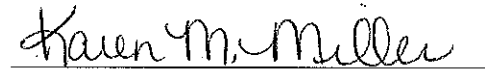
**INFORMATIONAL ITEMS**

Cost estimates for painting and flooring of classroom at Williams Park  
Cost estimates for Williams Park entrance gate, painting of arch and guard shack  
FANG updates

**ADJOURNMENT**

The meeting was adjourned at 7:42 p.m.

  
Cindy K. Shields, Clerk

  
Karen M. Miller, Supervisor