

**DAVISON TOWNSHIP
REGULAR BOARD MEETING
September 14, 2015**

MEMBERS PRESENT: Supervisor Karen Miller, Clerk Cindy Shields, Trustees Matthew Karr and Tim Elkins

Attorney David Lattie

Building/Planning Administrator Randy Stewart

Chief of Police Rick Freeman

D.T.P.R Director Casey Reed

MEMBERS ABSENT: Treasurer Pat Miller

OTHERS PRESENT: Ed & Linda Madden, Stephanie Rogers, Alex & Sylvia Murray, Diana Rutherford, Jim Morey, Brad Loiselle, Mark & Katie Rothwell

CALL TO ORDER

The regular 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. The pledge of allegiance was recited.

PREVIOUS MINUTES

MOTION BY KARR, SUPPORT BY SHIELDS to approve the August 10, 2015 regular board meeting minutes as presented. Motion carried unanimously.

TREASURER'S REPORT

Ms. Miller read the August, 2015 Treasurer's report as follows:

General Fund	\$ 964,611.72
Construction Fund	402,096.26
Tax Fund	<u>1,162,046.69</u>
Total	\$2,528,754.67

MOTION BY KARR, SUPPORT BY ELKINS to approve the August, 2015 Treasurer's report as presented. Motion carried unanimously.

APPROVAL OF BILLS

Ms. Miller read the August, 2015 board bills as follows:

General Fund	\$ 898,909.41
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Construction Fund	924,805.08
Tax Fund	<u>951,330.42</u>
Total	\$2,775,044.91

MOTION BY KARR, SUPPORT BY ELKINS to approve payment of the August, 2015 board bills as presented. Motion carried unanimously.

UNFINISHED BUSINESS

None

NEW BUSINESS

Set Public Hearing for Brier Crest Street Lighting District

Karen explained that the residents of Brier Crest subdivision have requested a street lighting district and a public hearing needs to be set. She made a recommendation for Monday, October 19, 2015 at 7:05 p.m.

MOTION BY ELKINS, SUPPORT BY KARR to set the Public Hearing for Brier Crest Street Lighting District for Monday, October 19, 2015 at 7:05 p.m. Motion carried unanimously.

Approve New Park Employee Job Descriptions

Karen stated that Casey has listed the job descriptions for the two full time park employees in great detail and would like the board's approval.

Casey said that the two employees were hired as part time assistants to begin with but with all the programs and review, she wanted to give them a better idea of what all the job will entail. One will have administrative duties and one will be focusing on programs for the park systems.

Mr. Lattie asked for a possible revision of the General Section and compensation so as to not conflict with the Employee Manual.

MOTION BY KARR, SUPPORT BY SHIELDS to approve the Davison Township Parks & Recreation job descriptions with possible revision of the General Section and compensation as presented. Motion carried unanimously.

Approve Davison Township Parks & Recreation office closures for Holidays

Casey presented a schedule to close the Davison Township Parks & Recreation office between the Christmas and New Year holidays for three days for park employees only due to the parks system being year round employment with no closures for holidays. If the employees take off legal holidays they will have to use personal or vacation days to cover.

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MOTION BY SHIELDS, SUPPORT BY KARR to approve the Davison Township Parks & Recreation office closures for holidays as presented. Motion carried unanimously.

Approve Non-resident fees & Senior discount for programs and events

Casey stated that since they are starting programs for the other parks she wanted to continue the same discounts and non-resident fees. This is standard procedure in most parks and recreation throughout Michigan.

Karen and Matthew stated they would like to continue the fees and discounts throughout the park system. Tim and Cindy also agreed. Karen said that she believes that Casey should have latitude since she has the experience on which to base the fees. The Board agreed to allow Casey to appropriate fees and discounts for the Davison Township Parks & Rec. programs.

Approve Davison Township Parks & Rec. Brochure

Casey explained that she has bids for a 16 or 20 page brochure for the public. This would give our residents more information about our parks and programs. There will be ads sold which will cover a portion of the cost to develop and mail this brochure. She would like to mail it out twice a year. There was discussion about the bids and cost recovery.

MOTION BY KARR, SUPPORT BY K. MILLER to approve hiring Moreau Creative for two separate brochures up to 20 pages at Casey's discretion. Roll call: Yes – Shields, K. Miller, Karr, Elkins. Motion carried.

PUBLIC COMMENT PERIOD

The public comment period was opened at 7:31 p.m.

Ed Madden - 9158 Copper Ridge – asked about the wood pile that is on the property adjacent to the Crossings at Copper Ridge subdivision. The residents have been asking when this wood pile will be taken care of for quite some time. Randy stated that he would contact the owner of the property tomorrow and things should be taken care of within the next 30 days as long as the owner cooperates.

Diana Rutherford – 2064 Ashford – asked if there were any regulations about employees using email during work time. Karen stated there is employee regulations for the use of the emails and township property.

Jim Morey – 1298 N. Cummings Rd. – asked about a fire run and how it was billed. Cindy stated that was a question for the Fire Authority Board and she would check into the matter.

The public comment period was closed at 7:46 p.m.

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INFORMATIONAL ITEMS

Karen stated that the Genesee County Road Commission have sent in applications to be considered for the 2017 Federal STP Safety funding to place a signal box span installation and modernization on Irish Road at Davison Road and flasher, signing and marking installation for Irish Road at Atherton Road and Bristol Roads.

Davison Township Parks & Recreation Department presents the Wonderfully Wicked Woods, a program being held at the Robert Williams Nature and Historical Learning Center, Saturday, October 24, 2015 from 1 – 5 p.m. Public is welcome.

FANG updates for August, 2015.

ADJOURNMENT

The meeting was adjourned at 7:50 p.m.

Cindy Shields, Clerk