

CHARTER TOWNSHIP OF ADRIAN
BOARD MEETING MINUTES
HELD AT THE TOWNSHIP HALL
~~September 12, 2022~~ AT 7:00 pm
OCTOBER 10

PROPOSED,
UNAPPROVED
APPROVED

Supervisor Koehn opened the meeting with the Pledge of Allegiance to the Flag. Roll call was taken of the Board members present: Jim Malarney (arrived at 7:20 pm), Mike Herr, Rob Hosken, Jim Koehn, Ray Thompson and Ben Ruesink (arrived at 7:05 pm) were present.

May moved, supported by Herr, to approve the minutes of the regular Board Meeting held on September 12, 2022 at 7:00 pm. The motion passed unanimously.

Thompson moved, supported by Herr, to approve all the reasonable and customary bills and claim audit vouchers paid or presented for payment. The motion passed unanimously.

Treasurer's Report – Distributed

Public Comment - None

Supervisor's Report – Distributed

Copy of the Lenawee County Road Commission's attorney letter to K&B Asphalt Sealcoating, LLC regarding their unauthorized work performed on the Birnwick Drive road was distributed.

The Promedica Charles and Virginia Hickman Hospital letter sent by surrounding residents of the hospital expressed their concerns over the issues that have arisen with individuals who left the facility and created safety concerns among the neighbors.

Attorney's Report – None

Board of Reviews – None

Planning Commission Report – None

Fire Department Report – Distributed

May moved, supported by Hosken, to approve the hiring of part-time EMT Allen Longnecker and firefighter Michael Sweeney. The motion passed unanimously.

Police Department Report – Distributed

Chief Hanselman explained that the administrative workload has become overwhelming because of all the new reporting requirements and has interviewed part-time Adrian Township Firefighter Jamie Norman, who has experience working in a law enforcement office to help the department.

- The hiring would be based on two 5-hour workdays per week.
 - She would have to pass a background check
 - This would let the police personnel spend more time away from the office
- **Thompson moved, supported by Ruesink, to approve the hiring of Jamie Norman to be an administrative assistant working 10 hours per week at a rate of \$15.00 / hours after the background check is passed. The motion passed unanimously.**

Old Business – None

New Business –

Quotes for replacing the fence surround the Adrian Center Cemetery were presented

- Adrian-Tecumseh Fence Company quoted a total of \$31,082.
- R&J Fence quoted \$12,600.
 - They replaced the fencing of the North Adrian Cemetery destroyed during a car accident last year.

- **The Chair entertained a motion by Hosken, supported May to approve the \$12,600 quote to replace the fence around The Adrian Center Cemetery on Hunt Road. Motion passed unanimously.**

Supervisor Koehn explained that two companies were asked to quote replacing the 11 windows in the basement. Michigan Building Specialties was the only one to submit a quote which had 3 different window options.

- Based on discussions held, Option #2 with the sliding windows chosen.
- **The Chair entertained a motion by Ruesink, supported Hosken to approve The Michigan Building Specialties Option #2 quote, dated 10-6-22, in the amount of \$9,462.00. Motion passed unanimously.**

The Chair entertained a motion by May, supported Hosken to approve entering into a subdivision repaving agreement with the residents of the Forrister Drive Cul-de-sac at a cost of \$79,126.75 per the L.C.R.C. Estimate #4579 less 30% paid by the Township. Motion passed unanimously.

Clerk Hosken explained that a storage shed near the Fire Department is needed to keep the election equipment that is currently being kept in the Township Hall Basement.

- This would be everything but the actual tabulator voting machines that will continue to be kept at the hall.
 - This would reduce the setup and teardown time for the elections.
 - Supervisor Koehn stated he would like to have a conference area established in the area of the basement when the election equipment is moved to the new storage shed.
- Quotes will be presented at a future Board Meeting

The Chair entertained a motion by Thompson, supported Herr to adding a 2nd person to man the fire hall weekdays between 6 am and 5 pm because of the increased calls received during the day through the end of the 2022 calendar year. Motion passed unanimously.

A copy of the 2023 Budget was included in the Board's packet.

- Contains a 5% employee raise
- New police car
- Forecasts a \$71,000 surplus

Public Comment – None

The Chair entertained a motion by Thompson, supported May, go into CLOSED SESSION at 8:00 pm. Motion passed unanimously.

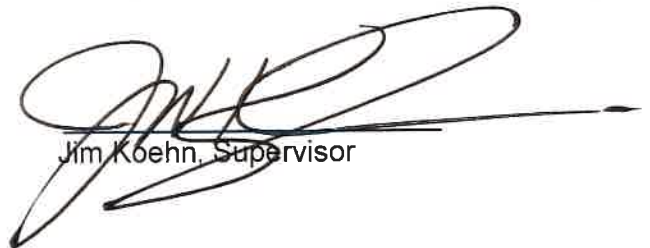
The Chair entertained a motion by Herr, supported by Ruesink, to close the CLOSED SESSION at 8:15 pm. Motion passed unanimously

Adjourned at 8:15

Respectfully submitted,



Rob Hosken, Clerk



Jim Koehn, Supervisor