

RAISIN CHARTER TOWNSHIP  
BOARD OF TRUSTEES MEETING  
3266 GADY RD.  
ADRIAN, MI 49221  
May 13, 2019 at 6:30 P.M.

1. **CALL TO ORDER:** Meeting called to order at 6:30 P.M. by Supervisor Dale Witt.
2. **WELCOME, PLEDGE, INVOCATION:** Pledge and moment of silence.
3. **ROLL CALL:**
  - Members Present:** Russ Mead, Debra Brousseau, Jim Palmer, Kami Johnson, Tom Hawkins, Marge McDermott, and Dale Witt
  - Members Absent:** None
  - Others Present:** Attorney David Lacasse, Chief Kevin Grayer, Chief Jim Hannah
4. **COMMUNICATIONS:**
  - 4.1 **2018 Financial Statements – Meredith Francis, CPA, P.C.**

Meredith Francis presented the results of 2018 township audit which took place April 9 – April 11, 2019. Overall the audit of the financials was positive, except the required approved amendments for the budget were not completed before the audit started. This will be reported to the State as a deficiency.

**Revenue Sharing** – State revenue sharing received in April was \$104,263.00.

**LCRC** – Witt has been in communication with LCRC for a SAD renewal presentation.

**TALL** – TALL will be hosting at Mitchell Park a State girls’ softball tournament starting July 13<sup>th</sup> thru July 17<sup>th</sup>.

**Deputy Clerk** – Deputy Clerk Salena Keller has resigned and her last day of work will be May 16, 2019.

**Workshop** – Date of Wednesday, May 22<sup>nd</sup> was established for a board workshop on township vision/stewardship/masterplan

**Park Committee** – Plant exchange event was Saturday, May 11<sup>th</sup>. No public attended this event.

**History** – Palmer offered comments on historic road repairs referenced in a May 12, 1919 article.
5. **PUBLIC COMMENT:** Public comments were shared by Norm Nash.
6. **APPROVAL OF CONSENT AGENDA:**

No Board action required for any of the Department reports.

<u>APPROVAL PAYMENT OF BILLS - MAY</u>	
Accounts Payable:	\$ 60,732.90
Payroll:	\$ 98,313.78
Total Payables & Payroll:	\$159,046.68

Motion Brousseau, support Palmer to approve consent agenda as presented. M/C all.

**7. APPROVAL OF AGENDA:**

Motion Mead, support Hawkins to add to the agenda under New Business, 9.0 Financial Oversight. M/C all.

Motion Johnson, support Palmer, to approve the agenda as amended to add 9.0 Financial Oversight under New Business. M/C all.

**8. UNFINISHED BUSINESS: None**

**9. NEW BUSINESS:**

**9.0 Financial Oversight**

In light of the audit report presented, the Board discussed several areas of financial oversight presented by Mead. Areas of discussion: Compliance with GAA, Budget amendments that are Board approved be done in BS&A the month approved, General ledger reconciliations be completed timely and accurately monthly. By consensus, the Board requested the Fiscal Officer (GAA defines as the Clerk) to provide better financial information, such as the budget report, for the June meeting. No additional Board action at this time.

**9.1 Land Split – Million**

Land split application from Steve and Amy Million: Parent parcel # RAO-121-4510-00 (76.66 acres) would be split with new parcel # RAO-121-4520-00 (6.41 acres) and remaining parcel # RAO-121-4515-00 (70.25 acres).

Motion Mead, support Hawkins to approve land split for Steve and Amy Million as presented. M/C all.

**9.2 Disposition of Surplus Equipment – 2009 Tahoe Vehicle**

Witt presented a request to sell the 2009 Chevy Tahoe vehicle since it is surplus equipment for the Police Department. Will start at a fair market value asking price of \$9,300, or best offer. The township website, Facebook, and display at the township will be used as means of selling the vehicle.

Motion Brousseau, support Johnson, to proceed with the selling of 2009 Chevy Tahoe. M/C all.

**9.3 Resolution #2019 – 051319: MTA Nonpartisan Offices Optional to Townships**

MTA is requesting townships provide input for policy formulation regarding legislation to allow elected offices to appear as non-partisan on the ballot. Discussion on the resolution choices for the board go on record in support or opposition to the legislation.

Motion Hawkins, support Brousseau to approve Resolution # 2019 – 051319 going on record in opposition to legislation to allow elected offices appear as non-partisan on the ballot.

Roll Call: Hawkins - Yes, Brousseau – Yes, Palmer – No, Mead – No, Johnson - Yes, McDermott – Yes Witt – Yes. M/C 5 Yes – 2 No. Resolution passed.

#### **9.4 Election Issues – Hawkins**

Hawkins addressed the issue that the Board consider an addition to or a new Community Center built, to house the voters. The Raisin Community Center is too small, and we need to plan for the next election in 2020. It would be beneficial to the voters if all the precincts were in the same location. The Board would like to see quotes for the various options. Election Commission should meet to focus on these ideas. No additional Board action at this time.

#### **9.5 Sexual Harassment Training**

Hawkins provided information from a presentation at the Tecumseh Kiwanis regarding an Adrian company that offers sexual harassment training. The presenter was Amy Bergmann who is a human resources consultant at that company. EMC also offers on-line training. It would be a good idea to have the township employees go through this training annually. No additional Board action at this time.

#### **10. UPCOMING EVENTS: None**

- 11. ADJOURN MEETING:** Motion Johnson, support Brousseau to adjourn meeting. M/C all.  
Meeting adjourned at 8:07 p.m.

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Dale Witt, Supervisor

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Marge McDermott, Clerk