

REGULAR MEETING  
RAISIN CHARTER TOWNSHIP  
BOARD OF TRUSTEES  
3266 GADY RD.  
ADRIAN, MI 49221  
JANUARY 13, 2020 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, Tom Hawkins, Deb Brousseau, Jim Palmer, Christy Low, Dale Witt

**Members Absent:** Kami Johnson

**Others Present:** Attorney David Lacasse, Chief Kevin Grayer, Chief Jim Hannah, Asst. Chief Scott Marriott

4. **COMMUNICATIONS:**

Jim Palmer updated the board on the recent Region II meeting he attended.

5. **PUBLIC COMMENT:** None

6. **APPROVAL OF CONSENT AGENDA:**

Building Report, Police Report, Fire and EMS Report, Planning Commission Report, Park Committee (Open): No Board action.

Budget Amendments, Treasurer's report: No Board action.

APPROVAL PAYMENT OF BILLS

Accounts Payable: \$31,821.98

Payroll: \$22,998.58

Total Payables & Payroll: \$54,820.56

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

7. **APPROVAL OF AGENDA**

Motion Palmer, support Mead to approve the agenda as written. M/C all.

8. **UNFINISHED BUSINESS**

8.1 **RCC Expansion Project:** Discussed moving forward with expanding the RCC. Witt requested the need for design criteria, such as considering a separate building with a connecting walkway to the current RCC building. Many variables will need to be addressed in order to proceed which would best be done a special meeting. No further Board action at this time.

8.2 **Roads:** Witt provided a report from The Mackinac Center, "Roads in Michigan: Quality, Funding & Recommendations." Options for roads were discussed including the possibility of developing a township roads policy. The annual meeting with the LCRC is January 22<sup>nd</sup> at 9 a.m. A special workshop meeting was proposed and scheduled for January 16, 2020 at 10 a.m. to prepare for the LCRC meeting.

8.3 **Township Recycling:** Palmer provided an update on county recycling and advised the Lenawee County Solid Waste Committee will have a meeting at the end of January. Mead suggested looking into grants from the state for recycling programs. Hawkins shared a six-step plan to implement a recycling program.

## 9. NEW BUSINESS

### 9.1 Board, Committee, Commission Updates

Parks and Recreation Advisory Committee: Ken Kendall and Deanna Brabant, 3-year terms, November 2019-November 2022. Christy Low, Board Representative, term to November 2020. Noted that Kitty Wagner was asked to be an Honorary Member and there is a need for one additional member.

Zoning Board of Appeals: Cheryl Benham, 1-year term, December 2019-December 2020. Mike McAran 3-year term, December 2019-December 2022. Noted Marcus McNamara will be the PC Representative and one alternate member is needed.

Planning Commission: Laura VanSickle, 3-year term, December 2019-December 2022.

Motion Mead, support Hawkins to accept Committee/Commission members as presented. M/C all.

### 9.2 Consumers Energy Contracts

Resolution #2020-011320 Standard High Intensity Discharge Lighting Contract

Motion Hawkins, support Palmer to approve Resolution # 2020 - 011320 as written. Roll call vote: Palmer-yes, Brousseau-yes, Hawkins-yes, Mead-no, Low-yes, Witt-yes. Absent – Johnson. M/C – 5 yes, 1 no. Resolution adopted.

Resolution #2020-011320A General Unmetered Experimental Lighting Rate Contract

Motion Palmer, support Brousseau to approve Resolution # 2020 – 011320A as written. Roll call vote: Mead-yes, Palmer-yes, Hawkins-yes, Brousseau-yes, Low-yes, Witt-yes. Absent – Johnson. M/C all. Resolution adopted.

### 9.3 Wage Structure Recommendations

See attachment for the wage presented.

Motion Hawkins, support Palmer to accept wage structure as presented. M/C all.

### 9.4 Job Description - Events coordinator

Tabled to next meeting due to meeting time.

## 10. UPCOMING EVENTS: Meeting with LCRC January 22, 2020 at 9 a.m.

**11. ADJOURN MEETING:** Motion Brousseau, support Palmer to adjourn meeting. M/C all. Meeting adjourned at 7:59 p.m.

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Dale Witt, Supervisor

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Christy Low, Clerk

Approved

**2020 BUDGET WAGE STRUCTURE - DEPARTMENT (BM 011320)**

DEPARTMENT	POSITION	CURRENT WAGE	2020 BUDGET REVISED WAGE	NOTE
<b>255 Deputy Treasurer</b>	Deputy Treasurer	14.00 /hr	15.00 /hr	Annual wage based on 32 hours per week (1,664 hours per year)
<b>301 Police</b>	Officer 1	22.25 /hr	23.25 /hr	After 90 day completed FTO; annual wage based on 2,080 hours per year
	Officer 2	22.25 /hr	23.25 /hr	Annual wage based on 2,080 hours per year
	Officer 3	20.25 /hr	21.25 /hr	New hire; annual wage based on 2,080 hours per year
	Sergeant	24.75 /hr	25.75 /hr	Annual wage based on 2,080 hours per year
	Clerk	15.50 /hr	16.00 /hr	Annual wage based on 20 hours per week (1,040 hours per year)
	Chief	65,000 /yr	70,000 /yr	
<b>336 Fire</b>	Chief	22.05 /hr	22.30 /hr	
	Assistant Chief	19.05 /hr	19.30 /hr	
	Captain	15.96 /hr	16.21 /hr	
	Lieutenant	14.67 /hr	14.92 /hr	
	Fire and EMS Training	14.22 /hr	14.47 /hr	
	Fire OR EMS Training	10.68 /hr	10.93 /hr	
	Trainee	9.60 /hr	9.85 /hr	
<b>441 Raisin Works</b>	Lead	15.00 /hr	16.00 /hr	Annual wage based on 2,080 hours per year
	Worker 1	13.00 /hr	14.00 /hr	Annual wage based on 1,213 hours per year
<b>FUND 249</b>				
<b>372 Building Official</b>	Building Official	47,000 /yr	49,000 /yr	
DW 011020				

Approved