

REGULAR MEETING  
RAISIN CHARTER TOWNSHIP  
BOARD OF TRUSTEES  
3266 GADY RD  
ADRIAN, MI 49221  
MARCH 23, 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, Debra Brousseau, Tom Hawkins, Jim Palmer, Christy Low, and Dale Witt  
**Members Absent:** Kami Johnson  
**Others Present:** Attorney David Lacasse, Chief Jim Hannah, Sgt. Dan Hall
4. **COMMUNICATIONS:**

The meeting was set up to meet the guidelines of COVID-19 social distancing practices.

Clerk Low shared an update on the March 10<sup>th</sup> Presidential Primary stating that despite minor challenges throughout the day, that the election was a success and has been certified by the state.

Supervisor Witt provided updates stating that the Township has received its cost sharing from the State in the amount of \$116,820, the quarterly Comcast payment for \$12, 853, and the Local Community Stabilization Authority check for \$59,729.17. He also advised that due to the current COVID-19 pandemic the audit has been pushed back to May 12-15<sup>th</sup>. The Occidental Hwy roundabout project will start on March 30<sup>th</sup> with a projected finish date in June. The Board of Review met and there were 49 petitions received via written and walk-in. Twenty-three of those were Veteran status.

5. **PUBLIC COMMENT:** None
6. **APPROVAL OF CONSENT AGENDA:**

Police and Fire Reports: No Board Action

APPROVAL PAYMENT OF BILLS

Accounts Payable:	\$ 42,402.25
Payroll:	<u>89,817.70</u>
Total Payables & Payroll:	\$132,219.95

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

7. **APPROVAL OF AGENDA:**  
Motion Brousseau, support Palmer to approve the agenda as written. M/C all.

## 8. UNFINISHED BUSINESS:

**8.1 Roads—Millage, Ballot Date (Discussion):** There is a May deadline to submit a millage proposal for the August election, which would be too soon. The deadline for the November ballot is July 28<sup>th</sup>, which allows more time.

## 9. NEW BUSINESS:

**9.1 Park Grant Presentation by Mark Spohr.** The Park Committee will be submitting applications for two DNR grants this year. Recreation Passport Grant with a maximum payout of \$150,000 and MI Natural Resources Trust Fund with a maximum of \$300,000. The township will be matching funds at 26%. Resolutions were presented for support of the grant applications:

*Resolution #2020-032320 Recreational Passport Grant Application Support:* Motion Hawkins, Support Palmer to approve resolution as written. Roll Call vote: Hawkins-yes, Brousseau-yes, Mead-yes, Palmer-yes, Johnson-Absent, Low-yes, Witt-yes. M/C all. Resolution adopted.

*Resolution #2020-032320A MI Natural Resources Trust Fund Grant Program Application Support:* Motion Hawkins, Support Palmer to approve resolution as written. Palmer-yes, Mead-yes, Hawkins-yes, Johnson-Absent, Brousseau-yes, Low-yes, Witt-yes. M/C all. Resolution adopted.

**9.2 Fire Chief Jim Hannah** updated the board on a joint-jurisdiction grant proposal being headed by Captain Ed Mathis of Adrian FD for replacement of all Self-Contained Breathing Apparatuses (SCBAs) through the 2019 Assistance to Firefighters Act Regional Grant. Total cost would be \$214,907.00 with Raisin Township responsible for 10% of the cost. A resolution to support the application was presented.

*Resolution #2020-032320B 2019 Assistance to Firefighters Act Regional Grant—Memo of understanding and 10% Township matching funds:* Motion Hawkins, Support Mead to approve resolution as written. Roll Call vote: Mead-yes, Brousseau-yes, Palmer-yes, Hawkins-yes, Johnson-Absent, Low-yes, Witt-yes. M/C all. Resolution adopted.

**9.3 COVID-19 Update/Discussion/Resolution.** Chief Hannah updated the Board on the COVID-19 crisis stating they have had no calls thus far relating to the virus. He stated the FD has made back up plans with other jurisdictions and anticipates a “Telemedicine Protocol” which would help deflect patients from going to the hospital if not necessary. Internally, the FD has altered their protocol with reduced staff to calls, daily employee temperature checks, quarantine plans, and on scene special sanitation stations.

Township Attorney, David Lacasse explained the guidelines of the COVID-19 orders from the Governor of MI and MTA guidelines and how they relate to the operation of the Township. He advised that all elected officials and their deputies are considered “necessary” workers in order to fulfill their statutory duties, but the Township can make decisions on how best to go about business. It was proposed that because of reduced in person township business and for the safety of the staff that the Deputy Clerk and Deputy Treasurer stay home with pay until April 13, 2020. A motion to this effect was made by Hawkins and supported by Palmer, M/C all.

A motion was made to amend the proposed resolution authorizing the Township Supervisor to make decisions regarding the COVID-19 virus with an exit clause stating the authorization shall expire when the Governor declares the state of emergency is no longer in effect. Motion was made by Mead, supported by Palmer, M/C all.

The resolution was proposed:

*Resolution #2020-032320C Authorizing the Township Supervisor to make necessary and appropriate decisions relating to COVID-19:* Motion Palmer, Support Low to approve resolution as amended. Palmer-yes, Brousseau-yes, Johnson-Absent, Mead-yes, Hawkins-No, Low-yes, Witt-yes. M/C with Yes – 5, No – 1. Resolution adopted.

**9.4** Interlocal Agreement—Inspections for Village of Britton. Motion Hawkins, support Palmer allowing Supervisor to sign interlocal agreement for Village of Britton, M/C all.

**9.5** The board discussed utilizing telecommunications for upcoming meetings due to the COVID-19 virus protocols. Trustee Hawkins suggested utilizing the Zoom application and offered to forward information on it to the member of the board.

**9.6** Solar Ordinance Overview: tabled for future meeting.

**10. UPCOMING EVENTS:** None

**12. ADJOURN MEETING**

Motion Palmer, support Brousseau to adjourn meeting. M/C all.  
Meeting adjourned at 8:44 p.m.

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Dale Witt, Supervisor

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Christy Low, Clerk