

Board Meeting
Blackman Charter Township
July 13, 2015

The Blackman Charter Township Board convened at 6:00 p.m. on Monday, July 13, 2015 at the Township Office, 1990 West Parnall Road, Jackson, Michigan.

Members present: Supervisor Jancek, Clerk Sercombe, Treasurer Preston and Trustees: Ambs, Globensky, Grabert and Williams

Members absent: None

There were 8 people in attendance. Sign-in sheet is on file.

CALL TO ORDER - PLEDGE OF ALLEGIANCE

BRIEF PUBLIC COMMENTS - None

Opened: 6:00 PM

Closed: 6:00 PM

ADDITIONS/DELETIONS TO AGENDA

Added item #8: Approve PCT International IFT tax payment.

MINUTES
APPROVAL

Motion by Clerk Sercombe with support from Trustee Williams to approve the Board of Trustee minutes for the meeting held on June 8, 2015.
Voice Vote Motion Unanimously Approved

CONSENT
AGENDA

1. Approval to pay County National Bank payment for June 2015 in the amount of \$1,190.02.

Acct: 101-253-864.000	27.19	Acct: 296-300-768.000	116.98
Acct: 101-265-775.000	14.08	Acct: 296-300-775.001	60.23
Acct: 249-380-730.000	505.00	Acct: 296-300-970.000	236.25
Acct: 296-300-727.000	230.29		
2. Approval to pay MERS in the amount of \$42,547.35 for June 2015 retirement contribution: acct. #296-300-723: \$21,386.61 and acct. #296-000-204: \$21,160.74.
3. Approve payroll for pay date 6/5/2015 in the amount of \$109,060.68 and 6/9/2015 in the amount of \$110,466.33.
4. Approve renewal of annual service agreement on Kyocera KM-5050, contract period 7/1/2015 to 6/30/2016 for a cost not to exceed \$1,200 per invoice #71152, received on 6/22/2015.
5. Approve \$300,000 transfer of funds from the General Fund to the Public Safety Fund for the month of June 2015.
6. Receive Revenue and Expenditure Report for the year end 2014.
7. Receive Revenue and Expenditure Report for the month of June 2015.
Motion by Treasurer Preston with support from Trustee Grabert to approve items on the consent agenda.
Roll Call Ayes - 7 Nays - 0 Motion Approved

SUPERVISOR'S UPDATE

1. Personnel & Finance Committee revised the employee handbook. The revised employee handbook was given to the board for their review.
2. Shared the proposed LDFA property layouts
3. Shared the proposed force main relocation for the LDFA.

TREASURER'S UPDATE

1. Summer tax bills have been mailed.

CLERK'S UPDATE

1. Blood drive update
2. Considering BS&A Cemetery Program

PUBLIC SAFETY

1. Director Jester reported that the Panasonic Tough Books are completely installed in the Public Safety vehicles and that the officers are thankful that the Township Board approved the purchase.

PLANNING COMMISSION - Nothing to report

ZONING BOARD OF APPEALS - Nothing to report

PARKS & RECREATION

1. Clerk Sercombe reported that the Parks Committee reviewed park revenue.
2. Parks Committee is reviewing the Parks Ordinance.
3. Northwest Flag Football League has requested the use of Rod Mills Park this fall. Clerk Sercombe is waiting for them to provide proof of liability insurance.
4. Next committee meeting is scheduled for August 4th.

TECHNOLOGY

1. Supervisor Jancek reported that the Technology Committee will be discussing the replacement of 3 outdated computers: Clerk's computer, engineer's computer and the computer on the desk by the drive-up window.
2. Also reported that the committee will be reviewing quotes for 2 new laptops to be purchased for use by the township office.

UTILITIES - Nothing to report

ORDINANCE REVIEW COMMITTEE

1. Treasurer Preston reported that the Park Ordinance is being reviewed by the Parks Committee
2. Next committee meeting is scheduled for July 23rd.

NEW BUSINESS

2014 FINANCIAL STATEMENTS Motion by Clerk Sercombe with support from Treasurer Preston to accept the Charter Township of Blackman Financial Statements for year ending December 31, 2014. Discussion
Roll Call Ayes - 7 Nays - 0 Motion Approved

RESOLUTION #08-2015-0713 FOIA COORDINATOR Motion by Clerk Sercombe with support from Trustee Williams to approve Resolution #08-2015-0713; a resolution designating the Township's Freedom of Information Act Coordinator. Discussion
Roll Call Ayes - 7 Nays - 0 Motion Approved

INVEST FUNDS Motion by Treasurer Preston with support from Trustee Globensky to approve Township Treasurer to invest funds in Obligation of the State or any of its political subdivision that at the time of purchase are rates as investment grade by not less than 1 standard rating service (Michigan State Building Authority revenue bond. AA - High Quality, insured). Discussion
Roll Call Ayes - 7 Nays - 0 Motion Approved

ORDINANCE Motion by Treasurer Preston with support from Clerk Sercombe to approve first

#98-2015-0713 reading of ordinance #98-2015-0713; an ordinance amending Ordinance #98,
NOXIOUS Noxious Weeds. Discussion
WEEDS Roll Call Ayes - 7 Nays - 0 Motion Approved

ORDINANCE Motion by Trustee Williams with support from Treasurer Preston to approve
#115-2015-0713 first reading of Ordinance #115-2015-0713, Registration of Transients.
TRANSIENTS Discussion Roll Call Ayes - 7 Nays - 0 Motion Approved

ENTERPRISE Motion by Clerk Sercombe with support from Treasurer Preston, to approve
GROUP 2015 investment in "Imagine Jackson" invoice from the Enterprise Group of
IMAGINE Jackson, Inc. in the amount of \$15,000 with equal amounts of \$3,750.00 from
JACKSON the following funds: General Fund Professional Development, Building Fund,
INVOICE Sewer Fund and Water Fund. Discussion
Roll Call Ayes - 7 Nays - 0 Motion Approved

DISPOSAL OF Motion by Supervisor Jancek with support from Clerk Sercombe to authorize
TOUGHBOOKS Public Safety Director Mike Jester to have IT Right dispose of 12 (twelve)
Panasonic Toughbook COMPUTERS, SERIAL NUMBERS: 8FKSB56569,
7DKSA25354, 8FKSB56601, 7EKSA31617, 8FKSB56721, 8FKSB56472,
8FKSB56762, 8FKSB56466, 8FKSB56753, 8FKSB56773, 8FKSB57027 and
8FKSB57034. Discussion
Roll Call Ayes - 7 Nays - 0 Motion Approved

PCT Motion by Treasurer Preston with support from Supervisor Jancek to accept
IFT TAX 2014 tax payment for PCT International, without interest and penalty, in the
PAYMENT amount of \$25,279.93. Discussion
Roll Call Ayes - 7 Nays - 0 Motion Approved

BILLS Motion by Clerk Sercombe with support from Trustee Globensky to approve
payment of the bills on the Board Invoice Approval Post Audit Report dated
07/06/2015 in the amount of \$94,870.29 and Board Invoice Approval Report
dated 07/08/2015 in the amount of \$437,704.82.
Roll Call Yes - 7 No - 0 Motion Approved

EXTENDED Opened: 6:52 p.m.
PUBLIC Closed: 6:52 p.m.
COMMENT None

OPEN Opened: 6:52 p.m.
DISCUSSION Closed: 7:10 p.m.

1. Employee Handbook
2. Jackson Area Transit Authority

ADJOURN The Supervisor declared the meeting adjourned at 7:10 p.m.

David Sercombe, Clerk