

Board Meeting
Blackman Charter Township
March 4, 2013

The Blackman Charter Township Board convened at 6:00 p.m. on Monday, March 4, 2013, at the Township Office, 1990 West Parnall Road, Jackson, MI.

Members present: Supervisor Jancek, Treasurer Brockie, Clerk Sercombe, Trustees: Brockie, Clingerman, Johns and Singer.

There were 2 people in attendance. Sign-in sheet is on file.

CALL TO ORDER - PLEDGE OF ALLEGIANCE

PUBLIC Opened at 6:01 p.m.
COMMENTS Closed at 6:03 p.m.
Comments from County Commissioner David Elwell

ADDITIONS/DELETIONS TO AGENDA

Motion by Supervisor Jancek, support by Clerk Sercombe to approve the addition of item #3 under New Business: recommendation to fill vacant part-time administrative assistant position. Voice Vote Motion Carried

PRESENTATION BY UTILITY SERVICE REPRESENTATIVE DAN KITCHEN - Presented information about Utility Service's water tower maintenance program.

MINUTES Motion by Trustee Brockie, support by Trustee Clingerman, to approve minutes of the
APPROVAL board meetings held on January 31 and February 4, 2013.
Roll Call: Yes - 7 No: - 0 Motion
carried

CONSENT
AGENDA

1. Approval to pay County National Bank payment for February 2013 in the amount of \$3,050.32:

Acct: 101-253-864.000 501.91 Acct: 296-300-775.000 944.73

Acct: 101-103-864.000 979.11 Acct: 296-300-978.100 96.51

Acct: 101-215-727.000 25.17 Acct: 297-300-801.000 2.51

Acct: 296-300-727.000 400.35 Acct: 296-300-977.000 100.03

2. Approval to pay MERS in the amount of \$31,289.24 for February 2013 retirement contribution: acct. #296-300-723: \$18,677.94; acct. #296-000-204: \$12,611.30.
3. Approval of payroll for pay date 02/01/2013 in the amount of \$90,927.67 and pay date 02/15/2013 in the amount of \$97,376.19.
4. Receive Revenue and Expenditure Report for the Month of February 2013.
5. Motion by Treasurer Brockie, support by Trustee Clingerman, to approve items on the Consent Agenda for payment. Roll call: Yes - 7 No - 0 Motion carried

SUPERVISOR'S UPDATE

COUNTY WIDE Shared information from Supervisor's meeting regarding Enterprise Group
SUPERVISOR'S MTG

JACKSON MICHIGAN Jackson, Michigan Recognized for 2012 Business Development Projects
RECOGNITION

TREASURER'S UPDATE

CASH SUMMARY Cash summary report is available

CLERK'S UPDATE

GENERAL CODE Meeting with General Code took place on Friday, March 1st. General Code material was distributed to the board members.

PUBLIC SAFETY

PURCHASE Motion by Trustee Clingerman, support by Trustee Singer, to approve the budgeted
DODGE CHARGER purchase of (1) 2013 Dodge Charger from Bill Snethkamp Dodge in Lansing, under the State of Michigan Bid, in the amount of \$23,542.43.
Roll Call Yes - 6 No - 1 (Treasurer Brockie) Motion Carried

PURCHASE Motion by Clerk Sercombe, support by Trustee Johns, to approve the budgeted purchase
CHEVY TAHOES of (2) 2013 Chevy Tahoes from Shaheen Chevrolet in Lansing under the State of Michigan bid, in the amount of \$51,334.
Roll Call Yes - 7 No - 0 Motion Carried

ACCEPT \$5,000 Motion by Clerk Sercombe, support by Trustee Johns, to authorize the Township
GRANT Supervisor to accept a \$5,000 grant from the Michigan Township Participating Plan for the replacement of an in-car video server.
Roll Call Yes - 7 No - 0 Motion Carried

AUCTION Motion by Clerk Sercombe, support by Trustee Brockie, to authorize the Public Safety
VEHICLES Director to the auction the 2008 Ford Crown Victoria #2FAHP71V28X167934, the 2009 Ford Crown Victoria #2FAHP71V59X132449 and the 2009 Ford Crown Victoria #2FAHP71V39X132448.
Roll Call Yes - 7 No - 0 Motion Carried

PURCHASE IN-CAR Motion by Clerk Sercombe, support by Trustee Johns, to approve the budgeted purchase
VIDEO SERVER of (1) in-car video server from L-3 Communications, not to exceed \$12,000, using the \$5,000 grant award and a \$7,000 township match
Roll Call Yes - 6 No - 1 (Treasurer Brockie) Motion Carried

VACANT PUBLIC Public Safety Director Mike Jester updated the board on the status of filling the vacant
SAFETY CLERK Public Safety Clerk position.
POSITION

PLAN. & ZONING Nothing to report

PARKS & REC Nothing to report

TECHNOLOGY Nothing to report

UTILITIES Nothing to report

NEW BUSINESS

WAGE INCREASE Motion by Supervisor Jancek, support by Clerk Sercombe, to approve a \$.25 wage
increase for a permanent part-time administrative assistant per the current wage matrix effective 3/14/2013.
Roll Call Yes - 6 No - 1 (Treasurer Brockie) Motion Carried

INCREASE Motion by Supervisor Jancek, support by Treasurer Brockie, to approve an increase of
INSPECTION FEES the retainer and per-inspection fee for the Electrical, Mechanical and Plumbing Inspectors to \$55 per inspection and to a \$65 retainer fee.
Roll Call Yes - 7 No - 0 Motion Carried

FILL VACANT Motion by Supervisor Jancek, support by Clerk Sercombe, to approve a
PERMANENT recommendation from the administrative committee to fill the vacant permanent
PART-TIME part-time administrative assistant position with Ashley Tarasiewicz at a rate of nine (9)

POSITION dollars an hour per the wage matrix approved by the board on 12/03/12.
Roll Call Yes - 7 No - 0 Motion Carried

BILLS Motion by Treasurer Brockie, support by Trustee Brockie, to approve payment of bills on the Board Invoice Approval Report dated 02/20/2013 in the amount of \$110,064.93 and Board Invoice Report dated 03/04/2013 in the amount of \$321,123.85.
Roll Call Yes - 7 No - 0 Motion Carried

TREASURER Treasurer Brockie was excused from the meeting at 6:48 p.m.
EXCUSED

EXTENDED Opened: 6:48 p.m.
PUBLIC Closed: 6:49 p.m.
Comment by County Commissioner David Elwell

OPEN DISCUSSION Opened: 6:49 p.m.
COMMENTS Closed: 6:50 p.m.

ADJOURN The Supervisor declared the meeting adjourned at 6:50 p.m.

David Sercombe, Clerk