

Regular Board Meeting
Blackman Charter Township
February 21, 2023

The Blackman Charter Township Board convened at 6:00 p.m. on Tuesday, February 21, 2023 at the Township Hall, 1990 West Parnall Road, Jackson, Michigan.

Members present: Supervisor Jancek, Clerk Sercombe, Treasurer Preston, and Trustees: Ambs, Thomas, Pack, and Williams.

Members absent:

Public Attendance:

Deborah Grajewski	Darin McIntosh	Courtney McIntosh
Rick Gillespie	Robert Johnson	Ray Snell
Deborah Nagy	Kathy Wiggins	Joe Merritt
Diane Derby	Seth Tompkins	Dave Elwell
	Aaron Bertrand	

CALL TO ORDER / PLEDGE OF ALLEGIANCE

BRIEF PUBLIC COMMENTS - (two-minute limit)

1. **Ray Snell, 9th District County Commissioner**
 - a. County Commission Meeting tonight
 - i. Airport easements were obtained to take down trees
 - ii. Control tower improvements
 - iii. Pickleball courts are getting built this year at Cascades.
 - iv. ARPA money will be used to replace boiler - \$700,000 including installation.
 - v. Committee vacancy – Department of Aging
2. **Diane Derby, Blackman Resident**
 - a. On the advisory council that Ray mentioned – Department of Aging
 - b. We serve a good purpose for serving the county and its seniors

ADDITIONS / DELETIONS

- No additions/deletions.

Motion by Trustee Thomas, supported by Clerk Sercombe to approve the Board of Trustee agenda for the Regular Board Meeting held on Tuesday, February 21, 2023.

Unanimously approved by voice vote

MINUTES APPROVAL

- No changes/corrections.

Motion by Clerk Sercombe, supported by Trustee Ambs to approve the Board of Trustee minutes for the Regular Board Meeting held on Tuesday, January 17, 2023.

Unanimously approved by voice vote

CONSENT AGENDA

1. Approval of payroll for the dates 1/06/23 in the amount of \$175,189.94 and for 1/20/23 in the amount of \$184,324.00.
2. Approve \$500,000.00 transfer of funds from General Fund to Public Safety Fund for the month of January 2023.
3. Receive Revenue and Expenditure Report for the month of January 2023.

Motioned by Treasurer Preston, supported by Trustee Pack

Roll Call: Jancek, Ambs, Williams, Pack, Sercombe, Preston, Thomas

Ayes – 7

Nays - 0

Motion Approved

SUPERVISOR'S UPDATE

1. Received 4-star rating from the UofM College of Business-Dearborn

TREASURER'S UPDATE

1. Tax collection time – we are at 95% collected
 - a. Newsletter is going out with assessment notices.

CLERK'S UPDATE

1. Election on May 2
 - a. Jackson ISD
 - b. Western Schools
 - c. East Jackson Schools

PUBLIC SAFETY

VACANT PUBLIC SAFETY OFFICER POSITION

Motion by Trustee Williams, supported by Trustee Pack to authorize the Acting Director of Public Safety to fill a vacant Public Safety officer position.

Unanimously approved by voice vote

2023 CHEVROLET TAHOE

Motion by Trustee Williams, supported by Clerk Sercombe to authorize the Acting Director of Public Safety to purchase (1) 2023 Chevrolet Tahoe from Berger Chevrolet in the amount of \$40,096.00, from account #205-901-970.000. (Approved from 2023 Budget).

Roll Call: Ambs, Thomas, Jancek, Sercombe, Preston, Pack, Williams

Ayes – 7

Nays - 0

Motion Approved

K9 KIMONO BITE SUIT

Motion by Trustee Williams, supported by Trustee Thomas to authorize the Acting Director of Public Safety to decommission/sell a K9 Ultra Kimono Bite Suit. Public Safety received the new suit that was previously approved for purchase.

Unanimously approved by voice vote

PLANNING COMMISSION

CASE #1550 – 3525 O'NEILL DR.

Motion by Trustee Williams, supported by Clerk Sercombe to approve Case #1550 – Conditional Use Permit: Auto Body, Paint & Repair Shop at 3525 O'Neill Drive, Parcel 000-08-29-301-001-06, Zoned C-3 (Highway Commercial), requested by Bret Flory. Conditions: Hours of Operation 7a-6p, all vehicles stored more than 24 hours to be concealed from public street view and provide Township with a copy of east driveway easement agreement on file.

Roll Call: Thomas, Ambs, Sercombe, Jancek, Pack, Williams, Preston

Ayes – 7

Nays - 0

Motion Approved

ZONING BOARD OF APPEALS

1. Meeting on 2/28 for a sign variance for auto dealers

PARKS & RECREATION

1. Canary Lane Grant for canoe & kayak launch
 - a. Parks and Rec meeting in March to cancel the DNR grant for the canoe and kayak launch
 - b. DNR requirements are becoming costly and DNR was not clear on these expenses when we started the grant

TECHNOLOGY COMMITTEE

NOAR TECHNOLOGIES: G2 LASER SCANNER Motion by Supervisor Jancek, supported by Trustee Williams to authorize the Acting Director of Public Safety to purchase (1) BLK360 G2 Laser Scanner, to include tripod, iPad Pro and base license required from NOAR technologies, in the amount of \$27,045.95, from account #205-901-970.000.

Roll Call: Pack, Sercombe, Preston, Williams, Thomas, Jancek, Ambs
Ayes – 7 Nays - 0 Motion Approved

UTILITIES COMMITTEE

- 1. Minutes from Utility Committee meeting from 2/08/23.

ORDINANCE REVIEW COMMITTEE

- No activity

NEW BUSINESS

RESOLUTION #01-2023-0221: LA CATRINA BAR & GRILL Motion by Supervisor Jancek, supported by Clerk Sercombe to approve Resolution #01-2023-0221; a resolution to give Local Government Authorization for a Class C License at La Catrina Bar & Grill, LLC located at 501 Longfellow Ave., pending termination of the existing license for Chilango’s II, LLC at the same location.

Unanimously approved by voice vote

RESOLUTION #02-2023-0221: PROPERTY TAX POVERTY EXEMPTION Motion by Supervisor Jancek, supported by Trustee Williams to approve Resolution #02-2023-0221; a resolution to grant poverty exemptions for property taxes.

Unanimously approved by voice vote

RESOLUTION #03-2023-0221: PROPERTY TAX PENALTY WAIVER Motion by Supervisor Jancek, supported by Clerk Sercombe to approve Resolution #03-2023-0221; a resolution to waive penalty on taxes for qualified taxpayers.

Unanimously approved by voice vote

RESOLUTION #04-2023-0221: SANITARY SEWAGE FEE INCREASE Motion by Supervisor Jancek, supported by Treasurer Preston to approve Resolution #04-2023-0221; a resolution to increase the sanitary sewage usage fees from \$15.00 per month, to \$22.00 per month, effective April 1, 2023.

Roll Call: Preston, Williams, Thomas, Ambs, Pack, Sercombe, Jancek
Ayes – 7 Nays - 0 Motion Approved

RESOLUTION #05-2023-0221: 401(A) PENSION PLAN INCREASE Motion by Supervisor Jancek, supported by Clerk Sercombe to approve Resolution #05-2023-0221; a resolution to amend the 401(a) plan to increase the employer contribution to 12.5 percent, effective March 1, 2023.

Roll Call: Ambs, Thomas, Jancek, Sercombe, Preston, Pack, Williams
Ayes – 7 Nays - 0 Motion Approved

RESOLUTION #06-2023-0221: 3% SALARY INCREASE – SUPERVISOR Motion by Treasurer Preston, supported by Trustee Williams to approve Resolution #06-2023-0221; a resolution for a 3% salary increase for the Supervisor position. *This resolution is in conjunction with January’s wage increase.*

Roll Call: Williams, Preston, Thomas, Jancek, Sercombe, Pack
Ayes – 7 Nays - 0 Motion Approved

**RESOLUTION
#07-2023-0221:
3% SALARY
INCREASE –
CLERK**

Motion by Supervisor Jancek, supported by Trustee Pack to approve Resolution #07-2023-0221; a resolution for a 3% salary increase for the Clerk position. **This resolution is in conjunction with January's wage increase.**
Roll Call: Thomas, Ambs, Sercombe, Jancek, Pack, Williams, Preston
Ayes – 7 Nays - 0 Motion Approved

**RESOLUTION
#08-2023-0221:
3% SALARY
INCREASE –
TREASURER**

Motion by Supervisor Jancek, supported by Clerk Sercombe to approve Resolution #08-2023-0221; a resolution for a 3% salary increase for the Treasurer position. **This resolution is in conjunction with January's wage increase.**
Roll Call: Pack, Sercombe, Preston, Williams, Thomas, Jancek, Ambs
Ayes – 7 Nays - 0 Motion Approved

**RESOLUTION
#09-2023-0221:
3% SALARY
INCREASE –
TRUSTEES**

Motion by Supervisor Jancek, supported by Treasurer Preston to approve Resolution #09-2023-0221; a resolution for a 3% salary increase for the Trustee position. **This resolution is in conjunction with January's wage increase.**
Roll Call: Sercombe, Pack, Thomas, Williams, Ambs, Jancek, Preston
Ayes – 6 Nays – 1 (Thomas) Motion Approve

**ENTERPRISE
GROUP: 2023
JACKSON
CHALLENGE
INVESTMENT**

Motion by Supervisor Jancek, supported by Trustee Williams to authorize payment of the invoice from the Enterprise Group for the 2023 Investment in Jackson Challenge in the amount of \$15,000.00.
Roll Call: Jancek, Preston, Pack, Sercombe, Ambs, Williams
Ayes – 7 Nays - 0 Motion Approved

**EDUCATION
ALLOWANCE –
FULL TIME
EMPLOYEES**

Motion by Supervisor Jancek, supported by Clerk Sercombe to approve the education allowance for all full-time administrative employees per the following criteria:

<u>Annual pay</u>	<u>Yrs. Completed at College or University</u>
\$100	1-year
\$200	2-years
\$300	3-years
\$400	4-years
\$600	Master's Degree
\$800	Doctorate Degree

Please see the attached document in the packet for additional information and eligibility.

Roll Call: Jancek, Ambs, Williams, Pack, Sercombe, Preston, Thomas
Ayes – 6 Nays – 1 (Thomas) Motion Approved

**ADMINISTRATIVE
VACATION TIME
OFF**

Motion by Supervisor Jancek, supported by Clerk Sercombe to approve updating the administrative vacation time off to be the same as the union vacation time off:

<u>Current Admin vacation time off:</u>	<u>Current Union vacation time off:</u>
1-3yrs. = 80hrs.	1-3yrs. = 80hrs.
3-5yrs. = 120hrs.	3-5yrs. = 120hrs.
5-10yrs. = 160hrs.	5-10yrs. = 160hrs.
	10-15yrs. = 180hrs.
	15+yrs = 200hrs.

Roll Call: Preston, Williams, Thomas, Ambs, Pack, Sercombe, Jancek
Ayes – 7 Nays - 0 Motion Approved

DIRECTOR OF PUBLIC SAFETY

Motion by Supervisor Jancek, supported by Clerk Sercombe to promote Deputy Director Scott Grajewski, recommended by the personnel committee, to serve as the Director of Public Safety. This candidate will start at level one on the wage matrix.

Roll Call: *Ambs, Thomas, Jancek, Sercombe, Preston, Pack, Williams*
Ayes – 7 Nays - 0 Motion Approved

DEPUTY DIRECTOR OF OPERATIONS (PUBLIC SAFETY)

Motion by Supervisor Jancek, supported by Clerk Sercombe to promote Sergeant Darin McIntosh, recommended by the personnel committee, to serve as the Deputy Director of Operations for the department of Public Safety. This candidate will begin at starting level on the wage matrix.

Roll Call: *Williams, Preston, Thomas, Jancek, Ambs, Sercombe, Pack*
Ayes – 7 Nays - 0 Motion Approved

• **BILLS**

Motion by Treasurer Preston, supported by Clerk Sercombe to approve payment of bills on the Board Invoice Post Audit Report dated 2/07/23 in the amount of \$450,256.46 and Board Invoice Report dated 2/22/23 in the amount of \$3,029,066.19.

Roll Call: *Thomas, Ambs, Sercombe, Jancek, Pack, Williams, Preston*
Ayes – 7 Nays - 0 Motion Approved

EXTENDED PUBLIC COMMENT (Three-minute limit)

- *None*

OPEN DISCUSSION

- *None*

The Supervisor declared the meeting adjourned at 6:26pm.

Shelly Sercombe, Township Clerk