

## Sharon Township Board Meeting Minutes

APPROVED

December 1, 2016

**CALL MEETING TO ORDER:** The Sharon Township Board held its regular December meeting on December 1, 2016 at the Sharon Town Hall. Supervisor Psarouthakis called the meeting to order at 7:09 pm. There were 17 public attendees. The Pledge of Allegiance was said.

**FIRST ORDER OF BUSINESS WAS TO SWEAR IN NEW TRUSTEES: Trudi Cooper and Bob Guysky**

**Roll Call:** Guysky, Mikel, Psarouthakis, Simons, Cooper: PRESENT

**APPROVAL OF THE AGENDA:**

### **Add (b) Website Update**

Motion by Cooper to approve the amended agenda, supported by Guysky. Motion approved.

**AUDIT REPORT:** Presented by Auditor Ken Palka of Pfeffer, Hanniford and Palka.

Ken reported that township is in good financial standing with Fire Protection being our largest expenditure. He provided the Board with a draft of recommendations on areas to improve on and suggested the Board consider an annual audit.

Motion by Psarouthakis to approve the 2016 Audit Recommendations and report, supported by Simons.  
Motion approved; Audit report accepted.

**APPROVAL OF THE November 3, 2016 MINUTES:**

Motion by Mikel to approve the November 3, 2016 minutes, supported by Psarouthakis. Motion approved.

**PUBLIC COMMENT:** Question about audit costs.

**SUPERVISORS REPORT:** Supervisor Psrouthakis reported that the Marijuana laws are going to be changing and he and others from the board are going to a Training in Warren, MI next week. He reported that they are dealing with a theft issue on a previous complaint and that the communication with the Sherriffs department is getting better as they contacted him to update him on a residents passing.

**ASSESSORS REPORTS:** No report.

**FINANCIAL REPORT:** Simons reported that the Winter tax bill went out Dec 1<sup>st</sup> and is due Feb 14<sup>th</sup> without penalty.

Motion by Mikel to approve the financial report, supported by Cooper. Motion approved.

**MLB REPORT:** no report. Supervisor Psarouthakis reported working with the Township Attorney on case law and the gravel pits.

**ZONING REPORT:** Zoning Administrator Wilson reported nothing new. They are woking on some abandoned houses in the township, CACA has written a letter declaring the properties unsafe. The township attorney is requesting another letter- Supervisor Psarouthakis will hand deliver. There is an ongoing property line/fence dispute. An illegal trailer issue on M52, CACA was called for an inspection as will the health department. Upcoming: Lamb Rd/ Sharon Valley looking to have irrigation on wetlands- going through wetlands permit process.

**PLANNING COMISSION REPORT:** No meeting. No report.

**CACA:** No report.

**OLD BUSINESS:**

- a. **Feasibility Study:** The Board hired CCG Consulting to conduct the feasibility study. Supervisor Psarouthakis and the Broadband committee will be meeting December 8<sup>th</sup> with their engineer. Expecting a 60-90 day turnaround.
- b. **November Election Results:** Clerk Mikel gave a brief update on the results and re-count process in Michigan. Results for Sharon township are posted outside the Town Hall. Official results are also available on the Washtenaw County Elections Website.
- c. **Snow Removal:** no bids came in, the Board will work on finding someone ASAP.
- d. **Bethel Church Update:** road commission gives their best guess at 6-8 months, the DEQ is holding up the process.

**NEW BUSINESS:**

- a. **Audit Discussion:** The Board briefly discussed the auditors recommendations: audit timeline, band reconciliations, investment policy, signature policy, and fixed asset policy. Board decided to table this conversation until next month's meeting when everyone has had a chance to review the audit recommendations thoroughly.

Treasurer Simons brought up that First Merit of Manchester is ~~logging~~ **closing** and moving to Saline, he will look into the best option for the Township Depository and discuss at next month's meeting.

- b. **Website Update:** Clerk Mikel brought up the website e-mail updates and how we have reached our max capacity and need to update that specific function. The JCM Media Group proposal for 2 hours of work was presented. Small discussion took place.

Motion by Mikel to approved the JCM proposal to update the website, supported by Psarouthakis.  
Motion approved.

**APPROVE BILLS:** Too early in the month: December bills have not come in yet. Clerk Mikel presented the November warrant report. December payroll was paid.

Motion by Psarouthakis to approve the warrant report, supported by Cooper. Motion approved.

**\*\*SUPERVISOR PSAROUTHAKIS ADDED DISCUSSION ON OIL AND GAS COMMITTEE\*\*** Reporting that they will hopefully have a meeting after the first of the year to bring to the board.

**PUBLIC COMMENT:** Suggestions for the Township Depositories were made, a suggestion for mobile deposit. Question was asked about winter maintenance for Bethel Church Rd and a suggestion was made for text message updates to residents rather than website email updates.

Next meeting January 5th at 7pm at the Town Hall.

**MEETING ADJOURNED at 8:02 p.m.**

*Chelsea Mikel*

*Sharon Township Clerk*