

**REGULAR MEETING
LENOX TOWNSHIP BOARD OF TRUSTEES
MONDAY, MAY 4, 2020**

- | | |
|--------------------------------------|--|
| 1. CALL TO ORDER: | 6:30 PM |
| MEMBERS PRESENT: | Trombly, Kandell, Honold, Clifford, Gurley |
| ATTORNEY PRESENT: | Shaun Kelley |
| RESIDENTS AND GUESTS PRESENT: | 3 |
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MEETING AGENDA**

Motion: Honold Support: Clifford

Motion to approve the Meeting Agenda as presented. All Ayes. Motion passes.

4. APPROVAL OF MINUTES

Motion: Kandell Support: Gurley

Motion to approve the Minutes of March 2, March 9, March 18, April 6 and April 24, 2020 as presented. All Ayes. Motion passes.

5. PUBLIC ANNOUNCEMENTS

Trustee Clifford announced that the 2020 New Haven Memorial Day Parade has been cancelled due to social distancing regulations and Governor Whitmer's Stay at Home Order.

6. PUBLIC COMMENT

There were no Public Comments at this time.

7. CONSENT AGENDA

All items listed under this Consent Agenda are considered routine by the Township Board and will be enacted by one motion. According to established Township meeting rules, there will be no separate discussion of these items, unless a member of the Board or public so requests at or prior to the meeting, in which event the chair of the meeting may remove such item(s) from the Consent Agenda for discussion and consideration under Agenda Item No. 8, below. Approval of the Consent Agenda shall be by a majority roll call vote of those present and voting. Under the Consent Agenda are items a. Public Safety Report, b. EMS Report, c. DPW Report, d. Code Enforcement Report, e. Assessing Department Report, f. Engineer Report, g. Planner Report, h. Library Report, i. Senior Center Report, j. Supervisor's Report, k. Treasurer's Report, l. Orders and Bills, m. Trustees Report, n. Clerk's Report.

Motion: Honold Support: Clifford

Motion to approve the Consent Agenda with the Orders and Bills in the amount of \$294,196.95.

Roll Call Vote: Honold- Aye, Clifford- Aye, Trombly- Aye, Gurley- Aye, Kandell- Aye. Motion passes.

8. ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the Consent Agenda for this meeting.

9. UNFINISHED BUSINESS

There was no Unfinished Business to complete at this meeting.

10. NEW BUSINESS

a. FIRE DEPARTMENT CHAIR RECOVERING PROPOSAL

Public Safety Director Jeff White reported that there have been 439 calls during the COVID-19 crisis in which 36 patients tested positive for the virus and 42 persons were presumptive positive following medical criteria, resulting in 18% of the runs being COVID related cases. He detailed the proposal to recover Fire Department chairs which may have been purchased when the department began and are in poor condition. NexTech Professional Services out of Southfield, Michigan, quoted \$1,860.24 plus \$295.00 for freight costs to replace 24 seats and backs for a total cost of \$2,155.24; there are ample Fire Department funds to complete this purchase.

Motion: Clifford Support: Honold

Motion to approve the proposal from NexTech to recover chairs at the Fire Department at the cost of \$2155.24. All Ayes. Motion passes.

b. FIRE DEPARTMENT MOBILE COMPUTER PURCHASE

Public Safety Director Jeff White explained that this Fire Department computer proposal was included in the current budget; three quotes were submitted as follows:

Tower Computer Services, Southfield, Mi	\$11,027.00
CDW-G, LLC., Vernon Hills, Il	\$10,980.00
Hi-Tech, Casco Mi	\$12,045.69

White reported that he has experience with all three companies, and is comfortable recommending the low bidder, CDW-G, LLC.

Motion: Kandell Support: Gurley

Motion to approve the purchase of three Panasonic Toughbook Mobile Computers from CDW-G, LLC as recommended by Jeff White.

Roll Call Vote: Kandell- Aye, Gurley- Aye, Honold- Aye, Clifford- Aye, Trombly- Aye. Motion passes.

c. GENERATOR PLANNED MAINTENANCE AGREEMENT PROPOSAL

DPW Superintendent Cameron Trombly reported that the maintenance agreement for the standby generator at the Township Office Building is up for renewal. Total Energy Systems, LLC. has merged with Gen Power, who has serviced the generator in the past, has proposed \$975 per year for two visits, plus load bank testing for an additional \$500 a year.

Motion: Clifford Support: Gurley

Motion to approve Total Energy Systems, LLC. to maintain the standby generator at the cost of \$1,475 per year.

Roll Call Vote: Clifford- Aye, Gurley- Aye, Trombly- Aye, Kandell- Aye, Honold- Aye. Motion passes.

d. REPLACEMENT LAWMOWER PURCHASE PROPOSAL

DPW Superintendent Cameron Trombly stated that the first lawnmower purchased in 2000 needs to be replaced. Zimmer’s Sales and Service in China, Michigan provided a government pricing quote of \$11,535.00, for the same model with a bagger unit and solid front tires.

Motion: Kandell Support: Honold

Motion to approve the purchase of the Exmark Lazer Z “E” Zero Turn Lawnmower with 60” deck, the Ultra Vac Bagging System and solid front tires for the cost of \$11,535.00 from Zimmer’s Sales and Service.

Roll Call Vote: Kandell- Aye, Honold- Aye, Clifford- Aye, Gurley- Aye, Trombly- Aye. Motion passes.

e. 2020 DUST CONTROL PROPOSAL

Macomb County Department of Roads has offered two well brine applications at no charge to Lenox Township in an effort to control dust on gravel roads; supplementary applications could be purchased for \$27,744.00 per application.

Road Maintenance Corporation from Leonard, Michigan, has offered well brine applications at \$26,656.00 each.

Macomb County Department of Roads continues to contract with Road Maintenance Corp., as in past years; scheduling is to be at the sole discretion of the Department of Roads.

Motion: Gurley Support: Kandell

Motion to approve the 2020 Macomb County Dust Control Program, with Macomb County Department of Roads providing the first two applications at no cost to Lenox Township. Road Maintenance Corp. is authorized to apply additional applications at the cost of \$26,656.00 per application, if needed.

Roll Call Vote: Gurley- Aye, Kandell- Aye, Trombly- Aye, Clifford- Aye, Honold- Aye. Motion passes.

f. 2019-2020 BUDGET AMENDMENTS

Clerk Kandell detailed the proposed Budget Amendments:

1. The following amounts should be added to Building Department Revenue, Building Permits, \$80,000, Plumbing Permits, \$8,000, Electrical Permits, \$25,000, Mechanical Permits, \$15,000.

Motion: Kandell Support: Gurley

Motion to Amend the 2019-2020 Budget adding the following amounts to Building Department Revenue:

Building Permits	\$80,000
Plumbing Permits	\$ 8,000
Electrical Permits	\$25,000
Mechanical Permits	\$15,000

Roll Call Vote: Kandell- Aye, Gurley- Aye, Honold- Aye, Clifford- Aye, Trombly- Aye. Motion passes.

2. Amendment for Budget Item that were entered in error on the wrong line, in the Operation and Maintenance Fund, removed \$1,650,000.00 from Restricted Lateral Benefit Fees, \$1,650,000.00 added to Sales.

Motion: Kandell Support: Honold

Motion to Amend the 2019-2020 Budget,

Operation and Maintenance Fund

moved from Restricted Lateral Benefit Fees,	\$1,650,000.00,
added to Sales,	\$1,650,000.00.

Roll Call Vote: Kandell- Aye, Honold- Aye, Clifford- Aye, Trombly- Aye, Gurley- Aye. Motion passes.

3. Treasurer's Office Wages were not distributed properly and should be moved from Tax Specialist \$11,430.00 to Accounts Receivable Clerk \$11,430.00.

Motion: Kandell Support: Honold

Motion to accept the redistribution of Treasurer's Office Wages,

from Tax Specialist \$11,430.00
moved to Accounts Receivable Clerk \$11,430.00

Roll Call Vote: Kandell- Aye, Honold- Aye, Trombly- Aye, Gurley- Aye, Clifford- Aye. Motion passes.

g. SET 2020-2021 BUDGET PUBLIC HEARING DATE

Motion: Kandell Support: Honold

Motion to set the 2020-2021 Budget Public Hearing for June 1, 2020. All Ayes. Motion passes.

h. SERVICE COUNTER BARRIER PROPOSAL

Supervisor Trombly reported that a protective barrier needs to be constructed in order to keep the Township Staff safe when the building can reopen.

DPW Superintendent stated that the west building entrance would be modified to be the only public entryway; the barrier would be constructed on that counter.

A contractor that is currently working with Lenox submitted a quote to construct one clear 1/4 inch thick plexi-glass panel 48" high, 157" long, and 105" wide at the cost of \$3,777.00.

Trustee Clifford inquired if the Township would be obligated to have Public Restrooms available when the building is open.

Attorney Shaun Kelley commented that a Public Restroom is not mandatory when the Office Building is open. Clifford reported that the Portable Bathrooms are in the Park area and are to remain there for the time being.

White explained that a written protocol is being discussed, however proposed procedures continue to change daily as information comes in.

Clerk Kandell remarked that there are several Employee cubicle areas that are open on one side.

Motion: Kandell Support: Clifford

Motion to contract with Cassino Building and Development, Sterling Heights, Michigan, to construct the protective barrier around the counter at the west entrance at the cost of \$3,777.00

Roll Call Vote: Kandell- Aye, Clifford- Aye, Gurley- Aye, Trombly- Aye, Honold- Aye. Motion passes.

11. PUBLIC COMMENT

There were no Public Comments at this time.

12. CALL FROM THE BOARD

Trustee Clifford expressed his appreciation to EMS Director Jeff White, Cam Trombly, the Fire Department and all the essential workers that have continued to work hard through the COVID-19 Crisis.

Supervisor Trombly acknowledged the Fire Department Staff, the EMS Staff, the Township Staff as well as everyone who has contributed to the workings of the Township during the Pandemic.

13. ADJOURNMENT

Motion: Honold Support: Kandell

Motion to adjourn the Meeting at 7:09 PM. All Ayes. Motion passes.

Respectfully submitted,

Respectfully submitted,

LuAnne Kandell, Clerk

Carol A. Swantek, Recording Secretary