

**REGULAR MEETING
LENOX TOWNSHIP BOARD OF TRUSTEES
TUESDAY, SEPTEMBER 8, 2020**

- 1. CALL TO ORDER:** 6:30 PM
- MEMBERS PRESENT:** Trombly, Kandell, Honold, Clifford
- MEMBER EXCUSED:** Gurley
- ATTORNEY PRESENT:** Albert Addis
- RESIDENTS AND GUESTS PRESENT:** 20
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MEETING AGENDA**

Supervisor Trombly detailed changes necessary for this Agenda, adding **9. A. Unfinished Business**, Rosseel Farm Equipment Request, and **10. New Business** moving, **g. Exercise Wall / Fitness Center Concrete Pad Contractor Authorization to a.**

Motion: Kandell Support: Honold

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

4. APPROVAL OF MINUTES

Motion: Kandell Support: Clifford

Motion to approve the Minutes of August 3, August 11, August 14, 2020 as presented. All Ayes. Motion passes.

5. PUBLIC ANNOUNCEMENTS

FIREFIGHTER YEARS OF SERVICE AWARDS

Public Safety Director Jeff White introduced Fire Chief Martin Hartway and Assistant Chief Cameron Trombly to the residents and guests present. The gentlemen would be awarding the Years of Service Awards to Firefighters at this meeting.

<u>Five years</u>	<u>Ten Years</u>
Scott Yaek, Sue Bagans, Brian Radyko	Tim Lenont II, Erik Oakes
<u>Fifteen Years</u>	<u>Twenty Years</u>
Jason Lockwood	Ronald Goss
<u>Thirty Years</u>	
Martin Hartway	
Cameron Trombly	

A robust round of applause was held in admiration and appreciation for the Firefighters who bravely serve without a second thought.

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.

Clerk Kandell explained that there were unpaid invoices totaling \$1,032,597.77.

Motion: Honold Support: Clifford

Motion to approve the Consent Agenda with the Orders and Bills in the amount of \$1,032,597.77.

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

8. ITEMS REMOVED FROM CONSENT AGENDA

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

9. UNFINISHED BUSINESS

A. ROSSEEL FARM EQUIPMENT REQUEST

Attorney Gary Gendernalik explained that he has provided information and has had discussions with the Lenox Township Attorney regarding the use of asphalt millings as an alternative from concrete pavement. Rosseel Farm Equipment and SEMCO are both requesting a variance from the requirement of concrete pavement for the rear storage areas of their developments.

Township Attorney Albert Addis provided the Board with a memo detailing his opinion on the allowance of a variance to Rosseel Farm Equipment and SEMCO Gas regarding the placement of asphalt millings, crushed concrete and gravel on certain areas of their properties. He recommends the Board of Trustees grant a pavement variance under the terms of the memo they have before them to prevent unnecessary litigation and to achieve the greater good for the property owners.

Motion: Clifford Support: Kandell

Motion to grant a variance for the use of asphalt millings to SEMCO and Rosseel Farm Equipment as agreed to in the terms of the memo.

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

10. NEW BUSINESS

a. EXERCISE WALL / FITNESS CENTER CONCRETE PAD CONTRACTOR AUTHORIZATION

Township Engineer Sermed Saif explained that last month the Exercise Wall / Fitness Center and its installation were approved by the Board of Trustees. The concrete pad that this wall rests on was not included in the approval. Cassino Building & Development has an open contract with the Township and was able to complete the work for \$19,019.19, which was lower in cost than the second company quoted.

Motion: Kandell Support: Honold

Motion to approve Cassino Building and Development as the contractor of record for the Exercise Wall / Fitness pad installation at the cost of \$12,019.19.

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

b. LUCAS DEVICE MAINTENANCE AGREEMENT PROPOSAL

Public Safety Director Jeff White stated that the LUCAS Device is an advanced piece of equipment that must be maintained. The Maintenance Agreement for the LUCAS Device is up for renewal at the cost of \$4,773.60.

Motion: Kandell Support: Clifford

Motion to authorize Public Safety Director to purchase the Stryker Maintenance Agreement for the LUCAS Device at the cost of \$4,773.60.

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

b. FIRE DEPARTMENT STATION I GENERATOR REPLACEMENT PROPOSAL

Public Safety Director Jeff White explained that the generator at Station I has been in place since the building was built in 1989 and could delay response time if it fails at the time of a Fire Department call. Three quotes were submitted as follows:

Ainsworth Electric Inc.	\$22,797.88
Innovated Energy Controls, LLC	\$26,240.00

Wolverine Power Systems

\$36,120.00

Motion: Honold Support: Clifford

Motion to follow Mr. White's recommendation and approve the purchase the generator for Station 1, not to exceed \$22,797.88.

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

c. COVID CARES ACT REIMBURSEMENT REQUEST

Public Safety Director Jeff White reported that he and Clerk Kandell have been working closely to gather the information regarding the costs of various needs during the COVID Crisis. Macomb County has allocated \$104,864.00 in COVID CARES Act Funds.

Clerk Kandell stated that she dispersed a listing of items that she and White have deemed COVID Related. They are asking for Board approval, so these invoices can be sent to Macomb County for reimbursement.

Motion: Kandell Support: Honold

Motion to approve \$84,949.67 in COVID CARES Invoices to be referred to Macomb County for reimbursement.

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

d. SCHEDULE WORKSHOP TO DISCUSS USE OF ADDITIONAL COVID FUNDS

Clerk Kandell explained that there is \$19,914.33 left in COVID CARES Act funds; she feels that it would be advantageous to schedule a workshop to discuss how that money should be spent.

Motion: Kandell Support: Honold

Motion to schedule a Workshop for COVID CARES Act Funding for Monday, September 14, 2020 to begin at 10:00 AM. All Ayes. Motion passes.

e. JOHNSON CONTROL, INC. PLANNED SERVICE PROPOSAL

DPW Superintendent Cameron Trombly detailed that the Planned Service Agreement with Johnson Controls needs to be renewed. This standard agreement allows a technician to maintain the system twice a year, in the spring and in the fall.

Motion: Clifford Support: Honold

Motion to accept the Planned Service Proposal for the heating cooling system with Johnson Controls at the cost of \$5,890 per year.

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

f. STONE HOUSE TREE REMOVAL PROPOSAL

DPW Superintendent Cameron Trombly explained that a tree located behind the stone house garage has a significant crack in the trunk. Because of the proximity and size of the tree, it is beyond his capability to remove with typical means of felling a tree. Numerous companies were contacted, however, just two businesses submitted quotes.

Advanced Tree Experts	\$900.00
Legit Tree Care	\$1,900.00

Motion: Kandell Support: Clifford

Motion to approve Advanced Tree Experts to remove the tree at the stone house at the cost of \$900.00.

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

h. MILLAGE RATE APPROVAL

Public Safety Director Jeff White explained that often he must stand to stand before the Board requesting funds for the Fire Department. After providing the firefighters pay increases, meeting all the Fire Department Capital and Operational needs for the year, researching areas where services could be shared, and taking a hard look at identifying operational efficiencies, this year's Millage Rate is proposed at 3.0062, which is two tenths of a reduction.

Motion: Clifford Support: Kandell

Motion to approve the Millage Rate of 3.0062.

Clerk Kandell explained that all the different Millage Rates must be read into record for Truth in Taxation.

- General Fund Operating – 0.8008
- Library Operating #1 – 0.8008
- Library Operating #2 – 0.4432
- Fire Operating – 3.0062

Road Operating – 0.9211

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

i. ELECTION EQUIPMENT PURCHASE APPROVAL REQUEST

Clerk Kandell explained that the State of Michigan has awarded Lenox Township \$1,000.00 in COVID Funds for Election Supplies. She is requesting approval of the election equipment from Election Source at the cost of \$1,218.70. \$1,000.00 of that would be returned to the Township from the State of Michigan; \$218.00 is the shipping cost total.

Motion: Kandell Support: Honold

Motion to approval cost of the election equipment from Election Source for \$1,218.70, of which \$1,000.00 would be returned to the Township from the State of Michigan.

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

j. HI-TECH SYSTEMS ANNUAL SERVICE AGREEMENT RENEWAL

Clerk Kandell stated that the annual Service Agreement from Hi-Tech System Service, Inc. needs to be renewed at the cost of \$1,818.16 per month. There is an increase in cost, however, there are two new users and two laptops that Hi-Tech now monitors. She recommends that this Service Agreement be renewed, remembering that if there were a reason to cancel the agreement, thirty days notice is all that is necessary for cancellation.

Motion: Kandell Support: Clifford

Motion to renew this Service Agreement, keeping in mind that if a reason arises to cancel the agreement, thirty days notice is all that is necessary.

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

j. CLERICAL ASSISTANCE FOR INCREASED ELECTION RESPONSIBILITIES

Clerk Kandell explained that she is requesting an additional clerical person in the Clerk's Office for approximately 20 hours a week to help with the preparation and processing of Absentee Ballots for the November General Election. Currently there are 1,860 Absentee Ballot Applications, which is approximately 24% of the total registered voters.

Motion: Honold Support: Clifford

Motion to approve clerical help for the Clerk's Office to help with increased Election responsibilities only until two weeks after the Election.

Supervisor Trombly inquired if this person would be paid Election Inspector wages.

Kandell confirmed that to be accurate.

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

11. PUBLIC COMMENT

There were no Public Comments at this time.

12. CALL FROM THE BOARD

Supervisor Trombly explained that Trustee Gurley was excused from this meeting.

13. ADJOURNMENT

Motion: Clifford Support: Honold

Motion to adjourn the Meeting at 7:10 PM. All Ayes. Motion passes.

Respectfully submitted,

Respectfully submitted,

LuAnne Kandell, Clerk

Carol A. Swantek, Recording Secretary