

**WEST TRAVERSE TOWNSHIP
REGULAR BOARD MEETING
FEBRUARY 9, 2021**

Supervisor Bartlett called the meeting to order at 6:00 p.m. The meeting was conducted via telephone conferencing.

Roll Call: Green, Mooradian, Hollingsworth, Baiardi, Bartlett.

Visitors: None.

The Pledge of Allegiance was recited by all.

Approve Agenda and Additional Items: The agenda was approved as presented with one change: approval of minutes should be for January 12, 2021.

Public Comments: None.

Approve Minutes: **Green made a motion to approve the meeting minutes of January 12, 2021 as presented. Mooradian seconded the motion.**

Vote: All yes.

Correspondence: Correspondence was reviewed.

Budget: The budget for 2021-2022 was reviewed.

Hollingsworth made a motion to accept the draft budget for 2021-2022 as presented, dated 2-6-21, and to have the Public Hearing and consider approval at the March 23, 2021 meeting. Mooradian seconded the motion.

Roll Call Vote: Baiardi – yes, Hollingsworth – yes, Green – yes, Mooradian – yes, Bartlett – yes.

Compensation: The Compensation Schedule was reviewed and discussed.

Baiardi made a motion that be it resolved that the compensation for the Board of Review, Planning Commission, Zoning Board of Appeals and Water Committee be increased 2% for the fiscal year of April 1, 2021 to March 31, 2022. Mooradian seconded the motion.

Roll Call Vote: Hollingsworth – yes, Mooradian – yes, Green – yes, Baiardi – yes, Bartlett – yes.

Bartlett made a motion that be it resolved that the compensation for the Township Clerk shall be increased by 2% from \$19,104.00 to \$19,486.20, effective April 1, 2021 to March 31, 2022. Hollingsworth seconded the motion.

Roll Call Vote: Green – yes, Mooradian – yes, Baiardi – yes, Hollingsworth – yes, Bartlett – yes.

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Green made a motion that be it resolved that as of April 1, 2021, compensation for all election inspectors (chair and members) shall be increased from \$125.00 per shift (7.5-8 hours) to \$150.00 per shift. Mooradian seconded the motion.

Roll Call Vote: Mooradian – yes, Green – yes, Baiardi – yes, Hollingsworth – yes, Bartlett – yes.

Baiardi made a motion that be it resolved that John Riggs' salary be increased by 2%, not to exceed \$38,950.00 for the fiscal year of April 1, 2021 to March 31, 2022. Mooradian seconded the motion.

Roll Call Vote: Green – yes, Mooradian --yes, Baiardi – yes, Hollingsworth – yes, Bartlett – yes.

Bartlett made a motion that be it resolved that as of April 1, 2021, Susan Matsko's hourly rate shall be increased by 2% from \$18.80 to \$19.18 per hour. Hollingsworth seconded the motion.

Roll Call Vote: Green – yes, Mooradian – yes, Baiardi – yes, Hollingsworth – yes, Bartlett – yes.

Green made a motion that be it resolved that for the period of April 1, 2021 to March 31, 2022, that Susan Matsko be granted 7 days of paid vacation, consisting of 28 hours at her hourly rate; and that for the period from April 1, 2021 to March 31, 2022, that Susan Matsko be granted the following paid holidays: New Years Day, Memorial Day, 4th of July, Labor Day, Thanksgiving and Christmas, consisting of four (4) hours pay for each, if they fall on a regularly scheduled work day. Baiardi seconded the motion.

Roll Call Vote: Green – yes, Mooradian – yes, Baiardi – yes, Hollingsworth – yes, Bartlett – yes.

Hollingsworth made a motion that be it resolved that the salary of the West Traverse Township Supervisor shall be increased from \$18,727.20 to \$19,486.20, effective April 1, 2021 to March 31, 2022. Mooradian seconded the motion.

Roll Call Vote: Green – yes, Mooradian – yes, Hollingsworth – yes, Baiardi – yes, Bartlett – yes.

Bartlett made a motion that be it resolved that the salary of the West Traverse Township Treasurer shall be increased by 2% from \$19,104.00 to \$19,486.20, effective April 1, 2021 to March 31, 2022. Baiardi seconded the motion.

Roll Call Vote: Green – yes, Mooradian – yes, Baiardi – yes, Hollingsworth – yes, Bartlett – yes.

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Bartlett made a motion that be it resolved that the salaries of the West Traverse Township Trustees shall be increased by 2% from \$5,436.00 to \$5,544.00, effective April 1, 2021 to March 31, 2022. Hollingsworth seconded the motion.

Roll Call Vote: Mooradian – yes, Baiardi – yes, Green – yes, Hollingsworth – yes, Bartlett – yes.

Mileage Re-imburement Rate:

Mooradian made a motion to accept the mileage re-imburement of \$0.56 per mile. Green seconded the motion.

Vote: All yes.

Cross Connection Control Program: **Baiardi made a motion to authorize the Supervisor to sign the Cross Connection Control Program Agreement, to be effective January 1, 2021 through December 31, 2021 as presented. Hollingsworth seconded the motion.**

Roll Call Vote: Hollingsworth – yes, Green – yes, Mooradian – yes, Baiardi – yes, Bartlett – yes.

Meeting Dates: **Hollingsworth made a motion to approve the Meeting Dates for the regular Township Board meetings from April 1, 2021 to March 31, 2022 as presented. Mooradian seconded the motion.**

Vote: All yes.

Poverty Exemptions: **Baiardi made a motion that now, therefore be it resolved that the Board of Review shall follow the above stated policy and guidelines as stated in the February 9, 2021 copy, in granting or denying a poverty exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these are communicated in writing to the claimant. Hollingsworth seconded the motion.**

Roll Call Vote: Hollingsworth – yes, Green – yes, Mooradian – yes, Baiardi – yes, Bartlett – yes.

Road Repair 2021 Plan: There was discussion as to which roads in the Township the Board would like to repair in 2021.

Baiardi made a motion that the Township proceed with the two road projects as suggested by the County Road Commission, being Hughston Road and Lake Road, totaling approximately \$407,000; and to authorize the Supervisor to sign the contracts. Hollingsworth seconded the motion.

Hollingsworth seconded the motion.

Roll Call Vote: Mooradian – yes, Baiardi – yes, Hollingsworth – yes, Green – yes, Bartlett – yes.

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Clerk's Report: None.

Treasurer's Report: Hollingsworth presented her report.

Planning Commission: The Planning Commission will be discussing a zoning amendment at the meeting tomorrow.

Recreation/Thorne Swift Committee: Mooradian presented her report.

Zoning Administrator: David White had presented his written report.

LTBBOI Litigation: No report.

Supervisor's Report: No report.

Approve Payables and Payroll: **Hollingsworth made a motion to approve the payables and payroll as presented. Mooradian seconded the motion.**

Vote: All yes.

Public Comments: None.

Board Comments: Hollingsworth stated that a request had been made that the main door into the offices be made into a Dutch door to keep people at a distance from personnel, but at the same time be able to communicate with the public.

Bartlett made a motion to authorize the Supervisor to spend up to \$2,000 to replace or adapt the existing office entry door to a Dutch door with a signing table on top.

Hollingsworth seconded the motion.

Vote: All yes.

Adjourn: The meeting was adjourned at 7:05 p.m.

The next regularly scheduled meeting will be March 23, 2021 at 6:00 p.m.

Respectfully Submitted by:

Cindy Baiardi, Clerk

Transcribed by:

Susan Matsko, Township Secretary

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