

**ONEIDA CHARTER TOWNSHIP**  
**MEETING MINUTES**  
**REGULAR MEETING OF ONEIDA TOWNSHIP BOARD**  
**TUESDAY, APRIL 12, 2016**  
**7:30 P.M.**

**MEMBERS PRESENT:**

**DON COOLEY SUPERVISOR; TOM CAMPBELL CLERK; RICHARD PALERMO TREASURER; ROBIN McCLOUD, JAN SCHULTZ, KEVIN O'MALLEY AND MADELYNE LAWRY TRUSTEES.**

**OTHERS PRESENT:**

**DEPUTY CHRIS KUHLMAN, DEPUTY TREASURER M. GOSCHKA, LT. ADAM MORRIS, MARK SCHAEFER, BOB SCHAEFER, JERRY HAECK, BARBARA CAMPBELL, MIKE WALTERS**

1. **Called Meeting to Order:** Don Cooley called @ 7:30
2. **Pledge of Allegiance:** was given.
3. **Additions to Agenda:** Add items # 17 Medical Marijuana, #18 Pioneer Cemetery Complaint & # 19 Proposed Solicitation Ordinance. Motion to approve by Jan Schultz, Supported by Rich Palermo, Vote (7) Aye (0) Nay; Motion carried
4. **Minutes of March 9, 2016.** Amend item #16 of mtg. minutes to add resurfacing of streets in subdivision Big tree & Brookshire Estates. Motion to approve by Jan Schultz, Supported by Rich Palermo, Vote (7) Aye / (0) Nah; Motion carried
5. **Treasurers Report:** given by Rich Palermo gave the monthly report & reviewed all account balances.
6. **Bills to be Paid:** Total for March paid out \$68,257.47, Tom Campbell explained a new expense form was used to record township credit card expenditures (examples given to all board members), that requires the cardholder & then the Clerks or Treasures approval signature. This same form is to be used for personal reimbursement of a Township Employee, that requires the Employee's signature & then the Clerks or Treasures approval signature. This expense form and its usage must to be added to the Township Employee Handbook if

approved by the board. Motion to approve by Don Cooley, Supported by Tom Campbell, Vote (7) Aye/ (0) Nah; Motion carried.

7. **Correspondence:** Tom Campbell reported the following:
  - Don Cooley attended the ECRC meeting, 28 Mar regarding 2016 road improvements for the Township & map was supplied.
  - Deputy drain commissioner & Engineer, resigned 15 March 2015, & Eric Deibel was appointed the new Deputy Drain Commissioner
  - WOW has added 3 new Channels & renamed (9) channels
  - Consumers Energy had a mtg., 12 Apr 2016, with the Michigan Public Service Commission, requesting rate hike for electricity generation & distribution.
8. **Sheriff Report:** Deputy Kulhman reported (110) total calls for month of March, (43) were traffic stops. He will look into a complaint of a light shining on St Joe Hwy near Oneida Rd., reported by a property owner.
9. **Public Comment :** None
10. **Appointment of Justin Kilgore to Planning Commission:** A Brief document of Justin's work history & social status in the Township was given to all board members for their consideration. Motion to approve Justin's appointment by Don Cooley, Supported by Madelyne Lawry, Vote (7) Aye / (0) Nay; Appointment approved
11. **2016 Budget Approval:** Tom Campbell explained the original approved 2016 Budget was approved in Dec. of 2015, but never entered into quick books. The original printed draft that Don Cooley made was the only existing document of record, the 2016 Budget is now entered into quick books. Tom requested after approval of the recreated budget that all board members sign the printed approved 2016 Budget. Motion to approve by Tom Campbell, Supported by Jan Schultz, Vote (7) Aye / (0) no; Motion carried.
12. **Union & Pioneer Cemetery Drive Improvement with Roto mill:**  
Quotes from McLean & Son Trucking, Inc was supplied, totaling \$5,900.00. includes prep grading, RotoMill material applied graded & (will request the thickness of the mat'l to be installed be added quoted & to be vibratory compacted). Installation will be done after the drives are firm and stable. Motion to approve by Jan Schultz, Supported by Robin McCloud, Vote (7) Aye / (0) Nay; Motion carried
13. **Township Insurance:** Tom Campbell explained the 2015 cost was \$11,018.00, 2016 cost will be \$10,998.00 and was due 1 Apr 2016 David Chapman Agency was contacted explaining the payment would be delayed by (2) weeks, due to required Board approval. Jason



Orton our rep., stated this would not affect our coverage or the policy cost. Motion to approve by Tom Campbell, Supported by Madelyne Lawry, Vote (7) Aye / (0) Nay; Motion carried

14. **Porta Potty for Tri County Bicycle Club:** Mr Kappler from the Tri-County Bicycle club was not able to attend, but will attend next month. Discussion was regarding location of the Bicycle Club supplied Porta Potty on township property and what are the liability issues the Township may face? Tom Campbell will contact Jason Orton at the David Chapman Agency for clarification available for next months meeting. Table the item at this time. Motion to table by Rich Palermo, Supported by Janet Schultz, Vote (7) yes / (0) no; Item Tabled
15. **Metro Act for ACD:** Chris Patterson, Attorney from Fahey, Schultz, Burzych, Rhodes PLC, has reviewed the supplied & sees no issues with approving the application & executing the permit. ACD supplied a \$500.00 check to cover the Attorney fees. Tom Campbell can sign the permit and transmit an executed copy to ACD & the Michigan Public Service Commission with a copy of the meeting minutes approval of the ACD application for permit. Motion to approve by Madelyne Lawry, Supported by Rich Palermo, Vote (7) Aye / (0) Nay; Motion carried.
16. **Server Computer w/ Backup Discs and Installation:** Tom Campbell explained the backup drive has not been functional since 23 Feb 2016, thus no township server data backups have been possible since then. The existing server is over 10 years old (out dated) Melissa & Tom have received quotes from Maner Costerisan (long time software, hardware & technical supplier to The Township).  
1<sup>st</sup> quote: optical hard drive, hard disc backup cartridges, tapes & battery backup \$6,419.96. 2<sup>nd</sup> quote: solid state hard drive, hard disc backup cartridges, tapes & battery backup \$10,019.96. Installation & configuration is the same for either system \$1,520.00. The Solid state drive is more robust than the optical hard drives and are rapidly replacing the older optical drive designs. The board members agree the solid state is the direction to go vs. optical. Madelyne Lawry noted that the quote was over \$10,000.00 thus (2) competitive bids are required unless original can be reduced & also look into Cyber security options. Tom Campbell & Melissa Goschka will research & resolve these concerns next week. It was noted that Maner Costerisan is a very valuable partner to the Township, not just a vendor. They are our Auditors, & our technical support that we use weekly and they respond to our needs very timely. A resolution to amend the budget



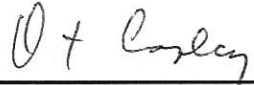
will be needed for the May Township Board meeting for the purchase, if approved by the board.

17. **Medical Marijuana:** A Brett Jewell emailed the Township, 31Mar 2016, inquiring about opening & obtaining a legal medical marihuana license & business in Oneida Township. He did not respond to the Email, sent by Melissa Goscha, requesting clarification. Discussion was limited, & concluded that there are state laws governing & regulating Medical Marijuana. The Township would take no action at this time, unless another request is received.
18. **Pioneer Cemetery Complaint:** Don Cooley received a written complaint of a concerned citizen, living next to Pioneer Cemetery, regarding the planned burning of the brush/tree piles. The piles were from the tree clearing on north property line & tree trimming of the south property line of the Cemetery. The citizen suggested the removal by trucking it to a recycling location. Tom Campbell secured a quote for the removal, by trucking of the brush/tree piles, the quote cost would be \$8,500.00 Minimum. There is no money in the Cemetery budget for this type if expense. Don Cooley will contact the citizen & explain the circumstances.
19. **Solicitation Ordinance Proposed:** Melissa Goschka supplied a draft copy of the ordinance for the board members to review to determine if she should proceed to make corrections for to final the draft, so it can go to the next steps. There is one line item that needs clarification by the township Attorney to determine if it violates a citizens 1<sup>st</sup> Amendment Rights. Lt. Adam Morris mentioned that the ordinance has merit and would be enforceable. Motion to proceed by Jan Schultz, Supported by Madelyne Lawry, Vote (7) Aye / (0) Nay; Motion to proceed carried.
20. none
21. none
22. **Public Comment:** None
23. **Board/Public Comment:** Public attendees were asked to leave the room for Closed Meeting could be conducted.
  1. **Closed Meeting session:** Motion to move to Closed meeting session by Don Cooley Supported by Jan Schultz; Role call vote: Aye: Robin McCloud, Madelyne Lawry, Don Cooley, Rich Palermo, Jan Schultz, Kevin O'Malley, Tom Campbell ; Nay: None; Motion carried.
  2. **Closed Meeting Session Adjourn:** Motion to move to adjourn Closed meeting session by Don Cooley Supported by Robin McCloud; Role call vote: Aye: Robin McCloud, Madelyne Lawry, Don Cooley, Rich

Palermo, Jan Schultz, Kevin O'Malley, Tom Campbell ; Nay: None;  
Motion carried.

3. **Adjourn Regular Meeting:** Don Cooley 9:00 pm

**Minutes submitted by :**  
**Thomas D. Campbell**  
**Oneida Township Clerk**

  
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**Donald F. Cooley**  
**Oneida Township Supervisor**