



**Unapproved Minutes
TOWNSHIP BOARD
Regular Meeting
Tuesday, June 2, 2015, 6:00 p.m.
Governmental Center**

Supervisor Tausend called the Regular Meeting of the Bridgeport Charter Township Board to order at 6:00 p.m.

Supervisor Tausend led the pledge to the U.S. Flag.
Clerk Miller took roll call.

Present: Supervisor Tausend, Clerk Miller, Treasurer Secord, Trustees Thayer and Wilson.
Absent: Trustee Gutierrez

Staff Present: Township Manager Licht, Administrative Assistant Bennett, Police Chief Duffett, Fire Chief Nelson, DPW Water Superintendent Evans, and Buildings & Codes Administrator Wheatley.

ADOPTION OF AGENDA

A motion was made by Secord, seconded by Miller, to approve the adoption of the Agenda as presented.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

APPROVAL OF MINUTES

A motion was made by Wilson, seconded by Secord, to approve the Regular Township Board Meeting Minutes of May 6, 2015 as presented.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

A. SPECIAL ORDERS - None

B. PUBLIC COMMENT

Public Comment opened at 6:06 p.m. Public Comment closed at 6:08 p.m.

C. COMMITTEE REPORTS - None

D. UNFINISHED BUSINESS -

1. A motion was made by Thayer, seconded by Miller, to approve the Cemetery Ordinance revisions as presented.

Roll call: Secord – yes, Wilson – yes, Thayer – yes, Miller – yes, Gutierrez – absent, Tausend – yes.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

The revisions included making modifications to the size of markers/monuments and the number of markers on a plot. The language for the internment regulations was adjusted to clarify the regulations for each burial space.

E. NEW BUSINESS

1. A motion was made by Wilson, seconded by Miller, to approve the 2014 audit as presented by Yeo & Yeo CPA's Business Consultant.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

Jamie Rivette – CPA with Yeo & Yeo, presented the 2014 audit. Rivette covered the Township's audit opinion as well the revenues and expenditures. Rivette expressed that Bridgeport Township received the highest level of assurance, which is the "unmodified Opinion" according to the MGFOA (Michigan Government Financial Officers Association).

2. A motion was made by Thayer, seconded by Secord, to approve Resolution R15-09 MDOT Performance Resolution – road right of way as presented.

Roll call: Thayer – yes, Wilson – yes, Miller – yes, Gutierrez – absent, Secord – yes, Tausend – yes.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

This Performance Resolution is required by the Michigan Department of Transportation for the purposes of issuing a permit to perform work in the road right of ways near the expressway.

3. A motion was made by Wilson, seconded by Miller, to approve Resolution R15-10 Federal Surplus Assistance Program for the Fire Department as presented.

Roll call: Secord – yes, Miller – yes, Thayer – yes, Wilson – yes, Gutierrez – absent, Tausend – yes.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

Resolution R15-10 will allow the Fire Department to benefit from Federal Surplus for their department.

4. A motion was made by Secord, seconded by Thayer, to approve Resolution R15-11 designating Rose Licht to execute an easement with Consumers Energy.

Roll call: Thayer – yes, Gutierrez – absent, Miller – yes, Wilson – yes, Secord – yes, Tausend – yes.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

This Resolution will grant Consumers Energy an easement to access property number 09-11-5-08-2323-000 in order to clear brush from Township owned property.

5. A motion was made by Thayer, seconded by Miller, to adopt the revisions for the Township FOIA Policy 11-01 as presented.

Roll call: Secord – yes, Wilson – yes, Miller – yes, Thayer – yes, Gutierrez – absent, Tausend – yes.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

By amending this policy the Township will be in compliance with the new state guidelines that go into effect on July 1, 2015. The procedures and guidelines are available at the Township office, and posted on the Township website.

6. A motion was made by Secord, seconded by Wilson, to adopt the job description for the Recreation Specialist as presented.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

The Recreation Specialist is a new grant funded position that will be a seasonal position for the summer to coordinate a health and fitness program for youth for 2015 and 2016.

7. A motion was made by Wilson, seconded by Thayer, to adopt the job description for the Accountant as presented.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

The Accountant position was added as an hourly position with no supervisory responsibilities.

8. A motion was made by Secord, seconded by Wilson, not to accept any of the foreclosed parcels offered by the Saginaw County Treasurer as presented.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

The Township does not have any interest in the foreclosed properties at this time. These properties would have to be used for public purpose.

9. A motion was made by Wilson, seconded by Thayer, to adopt the Fire Department Social Media Policy as presented.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

This policy is intended to prohibit the inappropriate use of electronic communication systems, media imaging systems, networks, devices, and recordings.

10. A motion was made by Thayer, seconded by Wilson, to adopt the Fire Department Employment Policy as presented.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

This policy will outline the procedures to be followed in recruiting and employment for the Fire Department.

11. A motion was made by Wilson, seconded by Thayer, to adopt the Police Department Tourniquet Policy as presented.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

This policy will allow Police Officers to carry a tourniquet on them so it will be readily available if needed.

F. ACCOUNTS PAYABLE

A motion was made by Secord, seconded by Thayer, to approve Checks #58320 through #58481 in the amount of \$412,844.54 as presented.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

12. A motion was made by Tausend, seconded by Thayer, to appoint Calvin Williams as a Township Trustee to fill the remainder of the term, which expires on November 20, 2016.

Ayes: 5 Nays: 0 Absent: 1 The motion was carried.

Clerk Miller administered the Oath of Office to Williams.

G. BOARD COMMENTS

H. CLOSED SESSION - None

I. ADJOURN

A motion was made by Wilson, seconded by Williams, to adjourn the Regular Meeting of the Bridgeport Charter Township Board at 7:09 p.m.

Ayes: 6 Nays: 0 Absent: 1 The motion was carried.

Darlene Miller – Clerk

Augie Tausend – Supervisor