

## EAST CHINA CHARTER TOWNSHIP

### OFFICIAL PROCEEDINGS

MARCH 6, 2023

**CALL TO ORDER** – Supervisor Westrick called the meeting to order at 7:30 p.m., with Clerk Mattei, Treasurer Hart, and Trustees Blackstock, Babel, and Reichle. Trustee Knotts absent. Township Manager Cindy Paparelli, and Deputy Clerk Patricia Biebuyck, also present.

#### **PLEDGE OF ALLEGIANCE**

**APPROVE AGENDA** – Trustee Reichle, supported by Trustee Babel, moved to approve the Agenda as presented. Carried.

**APPROVE MINUTES** – Trustee Reichle, supported by Trustee Blackstock, moved to approve the Minutes of February 21, 2023. Carried.

**PUBLIC COMMENT** - Judy Stockwell, 5731 River Road, asked about the manhole project in front of her home. Supervisor Westrick will check the details and respond back with timelines of project to completion.

**CONSENT AGENDA** – Trustee Reichle, supported by Clerk Mattei, moved to accept the Consent Agenda as follows: 2023 IRS Millage rate .655, Departmental Reports, Marine City and St. Clair Fire Reports, and CWSRF Change Order #1. Carried.

**DISBURSEMENTS** – Treasurer Hart, supported by Trustee Reichle, moved to approve Invoices \$139,163.63, Payroll \$39,444.93, Accounts Payable \$167,889.90, EFT's \$59,855.62, E-check \$302.30, Tax Account \$377,927.76. Roll call vote: Yea: Hart, Reichle, Blackstock, Babel, Mattei, Westrick. Carried.

#### **UNFINISHED BUSINESS**

##### **OB 1 – Bike Path/Cemetery Bid Award**

Supervisor Westrick, supported by Trustee Babel, moved to award project to James P Contracting in the amount of \$139,768 for the Bike Path and \$21,646.20 for Cemetery Drive Improvements. Roll call vote: Yea: Westrick, Hart, Reichle, Blackstock, Babel, Mattei. Carried.

##### **OB 2 – DPW Revised Employee Training**

Trustee Reichle, supported by Clerk Mattei, moved to approve DPW Kammer, to attend training in the amount of \$771.20, with necessary expenses. Roll call vote: Yea: Reichle, Hart, Westrick, Mattei, Blackstock, Babel. Carried.

##### **OB 3 – Township Hall interior finish and painting**

Clerk Mattei, supported by Trustee Babel, moved to approve the quote from Chapdalaine Painting in the amount of \$9,850 for removal of wallpaper and interior prep and painting

throughout the entire office area. Fund #101-265-970.00. Roll call vote: Yea: Mattei, Babel, Blackstock, Hart, Reichle, Westrick. Carried.

#### **OB 4 – Special Assessment District for River Road Water Line**

Clerk Mattei, supported by Trustee Blackstock, moved to approve moving forward with the Township Attorney creating a petition to create a Special Assessment District for the 6-residences along M-29 to replace the shared water line at 4021, 4029, 4033, 4037, 4045, 4049 River Road. Carried.

#### **NEW BUSINESS**

##### **NB 1 – UHY Year 2022 Audit Engagement**

Treasurer Hart, supported by Clerk Mattei, moved to approve the UHY Audit Engagement Contract to perform the 2022 Audit and Prepare the Financial Statements, with associated Non-Audit Services billed at hourly rates. Roll call vote: Yea: Westrick, Reichle, Blackstock, Babel, Mattei, Hart. Carried.

- \$17,000 Base Audit
- \$1,500 F-65 Prep
- \$1,700 GASB 68 & 71 update
- \$1,500 GASB 75 update
- \$1,900 NTE for fixed asset & depreciation schedules
- \$250 Michigan Municipal Qualifying Statement
- \$350 Form 5572
- \$500 Estimated UB receivable & recommended adjustment
- \$1,200 GASB 84/74 assistance

##### **NB 2 – Wastewater Plant Employee Training**

Supervisor Westrick, supported by Trustee Babel, moved to approve Wastewater Operator Johnson for license exam prep class in the amount of \$674.84, with necessary expenses. Roll call vote: Yea: Westrick, Babel, Blackstock, Reichle, Hart, Mattei. Carried.

##### **NB 3 – DPW Supervisor Training**

Supervisor Westrick, supported by Trustee Babel, moved to approve DPW Supervisor Szyska to attend a Michigan Public Service Institute with costs of 1,562.16, with necessary expenses. Roll call vote: Yea: Westrick, Babel, Blackstock, Reichle, Hart, Mattei. Carried.

##### **NB 4 – Resolution 1-2023 Appointing Clerk as Representative to Par Plan**

Trustee Reichle, supported by Supervisor Westrick, moved to adopt Resolution 1-2023, as follows. Roll call vote: Yea: Reichle, Hart, Westrick, Babel, Blackstock, Mattei. Carried.

**RESOLUTION 01-2023**

**CONFIRMING APPOINTMENT OF MEMBER REPRESENTATIVE TO THE MICHIGAN TOWNSHIP PARTICIPATING PLAN**

At a regular meeting of the Municipal Board of East China Charter Township, County of St. Clair, in the State of Michigan, held on March 6, 2023 at 7:30 p.m.

Members Present: Westrick, Mattei, Hart, Babel, Blackstock, Reichle.

Members Absent: Knotts.

The following preamble and resolution were offered by Member Reichle, and supported by Member Westrick.

WHEREAS, the Municipal Board of the Municipality of East China Charter Township, County of St. Clair, in the State of Michigan has independent power to manage risk and acquire insurance coverage to protect the interests of the residents of the Municipality; and

WHEREAS, Section 5 of Chapter 124 of the Michigan Compiled Laws (P.A. No. 38, 1982, Section 2) authorizes local units of government, including townships to contract jointly to provide cooperative action relative to enumerated insurance coverages and risk management services; and

WHEREAS, several municipalities of the State of Michigan have joined together to form a risk management and insurance program under the name of "Michigan Township Participating Plan" in accordance with an Agreement entitled "Michigan Township Participating Plan Cooperative Action Agreement" (the "Agreement"), originally dated as of April 1, 1985; and

WHEREAS, from time to time it is necessary to appoint an elected official of the municipality to serve as the municipality's Member Representative to the Michigan Township Participating Plan.

NOW THEREFORE, BE IT RESOLVED THAT:

The Municipality hereby appoints Sandra Mattei, Township Clerk, to serve as the municipality's Member Representative. All immunities and privileges of the governmental office held by the municipality's Member Representative shall apply to the decisions of the municipality's Member Representative while acting as a municipal Member Representative to the Michigan Township Participating Plan. This designate does not nominate your board member as an official candidate for election. Nominations must be cast on the official nomination form.

AYES: Westrick, Reichle, Hart, Mattei, Blackstock, Babel.

NAYS: None.

ABSENT: Knotts.

RESOLUTION DECLARED ADOPTED.

**NB 5 – Resolution 2-2023 Michigan Township Participating Plan Grant Application**

Supervisor Westrick, supported by Trustee Babel, moved to adopt Resolution 2-2023 seeking grant from Par Plan in the amount of \$1,285.96 for security camera system equipment. Roll call vote: Yea: Westrick, Hart, Reichle, Babel, Blackstock, Mattei. Carried.

**East China Township Resolution 02-2023**

**Resolution of Support  
Michigan Township Participating Plan Grant Application**

**WHEREAS** the Charter Township of East China wishes to apply for a Risk Reduction Grant through the Michigan Township Participating Plan (Par Plan) to assist in purchasing/funding the new Township Hall Security Camera System and

**WHEREAS** the **Charter Township of East China** is seeking a grant contribution of \$1,285.96

**NOW, THEREFORE, BE IT RESOLVED**, that the **Charter Township of East China Board** supports submittal of an application to the Michigan Township Participating Plan for a **\$1,285.96** grant to assist in funding the ***Township Hall Security Camera System***.

Motion by Supervisor Westrick, seconded by Trustee Babel, the Township Board declared the motion adopted. The following voted:

Yeas: Westrick, Hart, Mattei, Babel, Blackstock, Reichle.

Nays: None.

Absent: Knotts.

RESOLUTION DECLARED ADOPTED.

**MEMBER COMMENTS** – None.

**ADJOURN** – Trustee Reichle, supported by Treasurer Hart, moved to adjourn at 7:59 p.m. Carried.

---

Sandra Mattei, Clerk

---

Verne Westrick, Supervisor