

**ONEIDA CHARTER TOWNSHIP**  
**MEETING MINUTES**  
**REGULAR MEETING OF ONEIDA TOWNSHIP BOARD**  
**TUESDAY, MAY 10, 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:**

**SHERIFF TOM REICH, DEPUTY TREASURER MELISSA GOSCHKA, MARK SCHAEFER, BOB SCHAEFER, JERRY HAECK, BARBARA CAMPBELL, JIM GREEN, STEVE PIESKO, BRUCE DUNN**

1. **Called Meeting to Order:** Don Cooley called @ 7:30
2. **Pledge of Allegiance:** was given.
3. **Additions to Agenda:** No additions to agenda.  
Motion to approve by Don Cooley, Supported by Madelyne Lawry, Vote (7) Aye / (0) Nay; motion approved.
4. **Minutes of April 12, 2016.** Motion to approve by Jan Schultz, Supported by Robin McCloud, Vote (7) Aye / (0) Nah; Motion carried, **Minutes of April 25, 2016.** Motion to approve by Jan Schultz, Supported by Rich Palermo Vote (7) Aye / (0) Nah; Motion carried
5. **Closed Minutes of March 9, 2016.** Motion to approve by Jan Schultz, Supported by Rich Palermo, Vote (7) Aye / (0) Nah; Motion carried. **Closed Minutes of April 12, 2016.** Motion to approve by Jan Schultz, Supported by Rich Palermo, Vote (7) Aye / (0) Nah; Motion carried **Closed Minutes of April 25, 2016.** Motion to approve by Jan Schultz, Supported by Rich Palermo, Vote (7) Aye / (0) Nah; Motion carried
6. **Treasurers Report:** given by Rich Palermo gave the monthly report & reviewed all account balances.
7. **Bills to be Paid:** Total for March paid out \$45,619.32, Kevin O'Malley requested all expense reports & credit card statements for each month be included in the meeting packet. Tom Campbell and Rich Palermo recommended a quick books check reconciliation

summary be used in place of the quick books check detail report. Motion to approve bills to be paid and try the new summary by Don Cooley, Supported by Tom Campbell, Vote (7) Aye/ (0) Nah; Motion carried.

8. **Correspondence:** Tom Campbell reported the following:  
-Tri County Bicycle Club has retracted their request for a temporary porta-potty to be located at the Township Hall.
9. **Sheriff Report:** Sheriff Tom Reich reported (123) total calls for month of April, (48) were traffic stops.
10. **Public Comment:** Audience requested update on the Trevor Robinson incident. Rich Palermo reported a Judge from Barry County was appointed to the case and his arraignment should be May 13, 2016
11. **2016 Township Audit Report:** Bruce Dunn from Maner Costerisan presented the board with the final audit report & explained their finding. Mr. Dunn noted the records are in good order & that the procedures & processes are adequate and functioning well. He commended Rich Palermo on his accurate & quick response to identify the financial record discrepancies in the credit card statements & check register in the 4<sup>th</sup> quarter of 2015. Since the Township followed record keeping procedures, Rich was able to access & supply all the records & documents needed to the Eaton County Sheriff Department. One new item for the 2016 Audit will be GASB filing, this is used for reporting tax abatements.
12. **Fairview / Frazier Special Assessment:** Don Cooley stated that Bill Fahey reviewed the special assessment document and found no issues. Don stated that the agreement was between the City & Frazier holdings. The Township would be responsible to add a line item to the winter Tax statement for the annual cost. Jan Schultz noted a resolution would be needed (#2016-05-08), identifying the \$120,281.00 Fairview / Frazier special assessment for approval by Oneida Township board. Motion to approve by Don Cooley, Supported by Rich Palermo, Roll call vote: Aye: Robin McCloud, Madelyne Lawry, Don Cooley, Rich Palermo, Jan Schultz, Kevin O'Malley, Tom Campbell; Nay: None; Motion carried.
13. **City of Grand Ledge Request PA 425 of (4) City owned Properties:** The document supplied by the city was discussed. Jan Schultz noted a resolution 2016-05-07 would need to be drafted identifying that Oneida Township would reject the City of Grand Ledge's request for a PA 425 of (4) City owned Properties with Oneida Township. Motion to approve by Robin McCloud, Supported



by Kevin O'Malley. Roll call vote: Aye: Robin McCloud, Madelyne Lawry, Don Cooley, Rich Palermo, Jan Schultz, Kevin O'Malley, Tom Campbell; Nay: None; Motion carried.

14. **Solicitation Ordinance Approval to Proceed with The First Public Hearing Posting:** Melissa Goschka supplied a final copy of the ordinance for the board members to review, including a registration fee of \$50.00 per person. Motion to set the registration fee of \$50.00 per person proposed by Kevin O'Malley, Supported by Jan Schultz, Vote (7) Aye / (0) Nay; Motion to proceed carried.  
Motion to proceed with public hearing Tuesday June 14, 2016 @ 8:00 pm by Robin McCloud , Supported by Jan Schultz, Vote (7) Aye / (0) Nay; Motion to proceed carried.
15. **Resolution to Fund Purchase of New Server Computer with Associated, Hardware, Installation Support.** Resolution (#2016-05-06) Tom Campbell explained we have quotes from (3) sources and (3) different solutions proposed. He will create a spread sheet identifying the type of solution, items involved, options and their costs. This will aid the Board in their decision making process. (total cost of any solution proposed will not exceed \$17,000.00). This will be available before the June Board meeting. Added item is to move the server out of the furnace room & into the Sheriff's office next to the office board room. Motion to approve by Tom Campbell, Supported by Jan Schultz. Roll call vote: Aye: Robin McCloud, Madelyne Lawry, Don Cooley, Rich Palermo, Jan Schultz, Kevin O'Malley, Tom Campbell; Nay: None; Motion carried.
16. **Resolution to Fund Purchase of New QVF Computer with Associated, Hardware, Installation Support:** Tom Campbell explained No action is required, he worked with the QVF support desk , they installed the QVF soft on his Clerks PC and is working well.
17. **Cemetery Request to Move Footstone to Headstone Position:** Jerry Haeck requests the existing Footstone be moved to the Headstone position. This would allow this monument to be the identifier for all (4) plots. He would be responsible to pay for costs of moving and resetting of the monument. Tom Campbell & Mark Schaefer see no issue with this request. Motion to approve by Tom Campbell, Supported by Jan Schultz, Vote (7) Aye/ (0) Nah; Motion carried
18. **Cemetery Update, Ordinance Changes & Review Plans for Improvements:** Tom Campbell & Mark Schaefer put together a spread sheet consisting of current work to be done, future

- improvements and recommendations. As the details are firmed up they will be presented to the board for funding and approval.
19. **Website Update:** Melissa Goschka noted that the new website is in its final stage of updates and should be available on the Web Monday May 16, 2016.
  20. **Application for Land Division for Don Vorce:** Don Cooley reviewed his findings with the land division and found no issues. Motion to approve by Jan Schultz, Supported by Don Cooley, Vote (7) Aye/ (0) Nah; Motion carried.
  21. **Open**
  22. **Open**
  23. **Public Comment:** Jim Green asked for explanation of Pioneer Cemetery cleanup decision from March Board Meeting. Don Cooley explained the original contract cost was for burning the brush and trees. There was no funding to cover the cost of trucking and disposal.
  24. **Board/Public Comment:** Jan Schultz & Robin McCloud gave an update on the Fire Authorities plan to sell their property on Hartel Rd.
  25. **Adjourn Regular Meeting:** Don Cooley 9:30 pm

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

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