

CHARTER TOWNSHIP OF HAMPTON
REGULAR MEETING
DECEMBER 4, 2017

The regular meeting of the Charter Township of Hampton Board of Trustees was called to order at 7:00 p.m. by the Supervisor in the Boardroom of the Hampton Township Administrative Offices.

The pledge of allegiance was given to the flag.

The invocation was read and a moment of silence observed.

PRESENT: Klass, DeWyse, Foret, Hugo, Samyn, Close, Wright

ABSENT: None

ALSO PRESENT: VanDenBoom, Weiler, Benchley, Hewitt & 8 people in the audience

Motion by Hugo seconded by DeWyse to approve the addition to the agenda. Motion carried.

Motion by Hugo seconded by DeWyse that the minutes of the November 20, 2017 regular meeting be approved as printed and that the reading of the minutes be waived. Motion carried.

Motion by DeWyse seconded by Foret that the minutes of the November 21, 2017 work session be approved as printed and that the reading of the minutes be waived. Motion carried.

Motion by DeWyse seconded by Hugo that the minutes of the November 27, 2017 special meeting be approved as printed and that the reading of the minutes be waived. Motion carried.

COMMUNICATIONS:

Motion by Hugo seconded by Klass that the Police Report for October 2017 be received. Motion carried.

AUDITORS REPORT:

Motion by Hugo seconded by Klass that the following warrants be approved for payment:

#43963 - #43994	General Fund	\$ 19,303.80
electronic transfer	John Hancock	31,414.49
#3042 `	Building Fund	9,324.02

#3659 - #3663	Sewer Fund	\$ 25,150.87
#6216 - #6224	Tax Fund	6,693.63
#2517 - #2528	Public Safety Fund	93,415.50
#1450 - #1453	Water Fund	<u>6,984.60</u>
		\$ 192,286.91

AYES: Hugo, Klass, DeWyse, Foret, Samyn, Wright, Close

NAYS: None

Motion carried.

OPEN TO THE PUBLIC:

No one addressed the Board.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

Motion by Hugo seconded by DeWyse that the 2018 meeting schedule be adopted as follows:

Board of Trustees 2018 meeting schedule; meeting time 7:00 p.m.:

January 3, 2018 (Wednesday)	July 2, 2018
January 16, 2018 (Tuesday)	July 16, 2018
February 5, 2018	August 6, 2018
February 20, 2018 (Tuesday)	August 20, 2018
March 5, 2018	September 4, 2018 (Tuesday)
March 19, 2018	September 17, 2018
April 2, 2018	October 1, 2018
April 16, 2018	October 15, 2018
May 7, 2018	November 5, 2018
May 21, 2018	November 19, 2018
June 4, 2018	December 3, 2018
June 18, 2018	December 17, 2018

Planning Commission 2018 meeting schedule; meeting time 7:00 p.m.:

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January 18, 2018	July 19, 2018
February 15, 2018	August 16, 2018
March 15, 2018	September 20, 2018
April 19, 2018	October 18, 2018
May 17, 2018	November 15, 2018
June 21, 2018	December 20, 2018

Board of Appeals 2018 meeting schedule; meeting time 7:00 p.m.:

January 11, 2018	July 12, 2018
February 8, 2018	August 9, 2018
March 8, 2018	September 13, 2018
April 12, 2018	October 11, 2018
May 10, 2018	November 8, 2018
June 14, 2018	December 13, 2018

Motion carried.

Motion by Foret seconded by Hugo that the following budget adjustments to the 2017 budget be approved:

<u>DECREASE</u>	<u>APRV.BUDGET</u>	<u>CHANGE</u>	<u>NEW BUDGET</u>
101-101-956.000			
Board – Miscellaneous	2,500	750	1,750
101-101-860.004			
Board – T&E Klass	1,000	500	500
101-101-860.003			
Board – T&E Hugo	1,000	500	500
101-201-956.000			
GSA – Miscellaneous	1,000	57	943
101-266-717.000			
Community Bldg. – Life Ins.	40	2	38
101-400-703.000			
Planning Commission – Fees	2,105	200	1,905
101-400-860.000			
Planning Commission – T&E	700	200	500

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101-410-860.000			
Brd of Appeals – T&E	500	60	440
101-752-970.000			
Parks Other – Capital	9,000	700	8,300
101-753-940.000			
Railtrail – Equip. Contract	2,000	440	1,560
101-753-956.000			
Railtrail – Miscellaneous	500	320	180
101-890-0956.000			
Contingency	380,312	17,275	363,037
205-336-970.000			
Fire – Capital	178,005	595	177,410
249-371-860.000			
Bldg. – Travel	60	60	-0-
249-371-818.000			
Bldg. – Membership & Dues	250	250	-0-
249-371-851.000			
Bldg. – Telephone	450	120	330
249-890-956.000			
Contingency	46,410	6,191	40,219
591-537-956.000			
Water – Miscellaneous	2,000	239	1,761
<u>INCREASE</u>	<u>APRV. BUDGET</u>	<u>CHANGE</u>	<u>NEW BUDGET</u>
101-101-801.000			
Board – Audit Fees	12,900	1,750	14,650
101-201-720.000			
GSA – S&A Insurance	675	57	732
101-266-720.000			
Comm. Bldg. – S&A Ins.	115	2	117
101-400-900-000			
PC – Printing	800	200	1,000
101-400-802.000			
PC – Legal Fees	8,000	200	8,200
101-410-900.000			
Brd of Appeals – Printing	550	60	610
101-752-740.000			

Parks Other – Op. Supplies 101-753-740.000	2,865	700	3,565
Railtrail – Op. Supplies 101-753-970.000	2,000	200	2,200
Railtrail – Capital 101-851-910.000	20,000	2,800	22,800
Insurance & Bonds 205-336-721.000	135,000	15,035	150,035
Fire – Uniforms 205-336-723.000	5,000	25	5,025
Fire – Education 205-336-818.000	3,600	540	4,140
Fire – M&D 249-371-715.000	900	30	930
Bldg – FICA 249-371-800.000	1,000	310	1,310
Bldg – Contracted Services 249-372-702.000	1,140	120	1,260
Plbg & Htg – Salaries 249-372-715.000	12,000	5,250	17,250
Plbg & Htg – FICA 249-372-723.000	880	601	1,481
Plbg & Htg – Education 249-373-702.000	500	50	550
Electrical – Salaries 249-373-715.000	7,925	100	8,025
Electrical – FICA 249-373-719.000	650	120	770
Electrical – Unemployment 591-537-720.000	200	70	270
Water – S&A Insurance 591-537-800.001	625	171	796
Water – DEQ	3,000	68	3,068

AYES: Foret, Hugo, Klass, DeWyse, Samyn, Wright, Close
 NAYS: None
 Motion carried.

Motion by Hugo seconded by Foret to approve the purchase of a triple axle kit to build a trailer for the DPW at a cost of approximately \$1650.00.

AYES: Hugo, Foret, DeWyse, Klass, Samyn, Wright, Close
NAYS: None
Motion carried.

Motion by Wright seconded by Samyn to receive, with regret, the resignation of Trustee Tom Foret effective December 14, 2017. Motion carried.

ATTORNEY REPORT:

Hewitt had no report.

ENGINEER REPORT:

Bartow was not present.

STANDING COMMITTEE REPORTS:

Motion by Foret seconded by Klass that the Board of Appeals minutes of November 16, 2017 be received. Motion carried.

OFFICER/TRUSTEE REPORTS:

Motion by DeWyse seconded by Hugo that the October financial reports be received.

AYES: DeWyse, Hugo, Foret, Klass, Samyn, Wright, Close
NAYS: None
Motion carried.

Motion by DeWyse seconded by Hugo that the revenue reports be received from the Treasurer as follows:

11/18/17 – 11/22/17	Water Fund	\$ 20,163.81
	Building Fund	586.00
	General Fund	507.54
	Tax Fund	<u>1,711.33</u>
		\$ 22,968.68

11/27/17 – 12/01/17	Water Fund	\$ 32,167.59
	Building Fund	1,792.78
	General Fund	6,163.28
	Tax Fund	<u>8,150.94</u>
		\$ 48,274.59

AYES: DeWyse, Hugo, Foret, Klass, Samyn, Wright, Close
NAYS: None
Motion carried.

TRUSTEES: Klass addressed Board Member resignations this year.

OPEN TO THE PUBLIC:

Sandra Satkowiak, Knight Road, addressed the transfer station.

Tony Brey, 1382 N. SE Boutell Road, thanked Mr. Foret for his years of services to the township and stated his interest in filling the vacant Trustee position.

Public portion of the meeting was closed.

Motion by Foret seconded by DeWyse that the meeting be adjourn. Motion carried. The meeting adjourned at 7:30 p.m..

Respectfully submitted:

Pamela J. Wright, Clerk

Teresa Close, Supervisor