

**BRIDGEWATER TOWNSHIP
BOARD OF TRUSTEES MEETING
MINUTES OF MEETING
THURSDAY, JUNE 4, 2015**

I. CALL TO ORDER

The regular monthly meeting of the Bridgewater Township Board of Trustees was called to order by Supervisor Smith at 7:00 p.m. followed by the pledge of allegiance to the flag at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present: Supervisor Ronald Smith, Clerk Laurie Fromhart, Trustees David Faust and Geoffrey Oliver.

Absent: Treasurer Michelle McQueer.

Attendance: 2

II. CITIZEN PARTICIPATION

A resident asked if the Board received any complaints or concerns about the Austin Road closure and increased traffic on secondary roads. A resident expressed concerned about the impact on businesses due to the Austin Road closure and suggested that the Board request more signage from the WCRC indicating Bridgewater businesses are open at M-52 and Michigan Avenue. A resident asked about lawyer fees for the Rover Pipeline.

III. APPROVAL OF MINUTES

Smith moved to approve the May 7, 2015 meeting minutes as drafted. Faust seconded the motion which was adopted unanimously.

IV. REVIEW AND APPROVE AGENDA

Fromhart moved to approve the agenda as amended with the addition of item #4 Newsletter. Oliver seconded the motion which was adopted unanimously.

Public Safety Report

The Sheriff's Department submitted a written report to the Board on the law enforcement activities for the month of April 2015.

V. REPORTS AND CORRESPONDANCE

A. Treasurer's Report

No report.

B. Clerk's Report

Fromhart reported she changed her office hours at the hall on Tuesdays from 11:00 a.m. to 3:00 p.m. and noted fire fees and mineral extraction fees have to be updated. Fromhart provided the Board with a sketch of proposed improvements to the parking lot from 2005 that she would like to be added to next month's agenda for discussion. Fromhart also reported on the status of new voting equipment and that the Board may need to budget between \$5000 to \$10,000 to cover the cost.

C. Supervisor's Report

Smith reported on the current construction status of modifications to the WWTP clarifiers and that the plant is running as designed but there is still an issue with the skimmers being able to remove the scum build up. Smith reported he met with Jeff Service of MDEQ who is happy with the plant's operation and he expressed concerned with Tetra Tech of having open tanks that are not completely secured. Smith also reported he

received another complaint regarding the property on Michigan Avenue.

D. Trustees' Report

No report.

E. Written Reports

Board packets included reports from the Assessor, Zoning Administrator, and Planning Commission.

VI. PRIORITY BUSINESS

A. Approve Disbursements from May 8, 2015 to June 4, 2015

Fromhart provided the Board with the balance sheets for year ending March 31, 2015. Fromhart reported she plans to seek guidance from the accountants or auditors regarding budget amendments. Fromhart indicated she believes the Board should only be amending the budget when over budget per line item or department. **Oliver moved to pay the monthly bills from the general and sewer funds in the total amount of \$35,960.24. Faust seconded the motion. Roll Call Vote: Faust yes, Fromhart yes, Oliver yes, Smith yes. Motion passed.**

B. Ordinance 37 Change Discussion

The Board briefly discussed proposed changes to Ordinance 36 and 37 and the proposed adoption of a civil infraction ordinance and decided to defer discussion to next month due to the Treasurer's absence.

C. New FOIA Policy

Fromhart provided the Board with an amended FOIA procedures and guidelines, public summary of FOIA procedures and guidelines along with a required public inspection of records policy as published by MTA. The Board reviewed and discussed the proposed policies and agreed to amend section one under general policies designating a member of the Township Board as the FOIA Coordinator instead of the Township Clerk. **Smith moved to adopt Bridgewater Township FOIA Procedures and Guidelines, Bridgewater Township Public Summary of FOIA Procedures and Guidelines, and Bridgewater Township Public Inspection of Records Policy as amended. Faust seconded the motion which was adopted unanimously.**

D. Newsletter

Fromhart requested the newsletter be placed on the agenda at least two months prior to publication so the Board can discuss it and agree upon articles that are to be included. The Board discussed the upcoming newsletter and agreed to include an articles from the Assessor, Treasurer, Trustee Oliver, Planning Commission Chair, Zoning Administrator, and from the Supervisor regarding Township roads. Smith noted articles should be received in his office by June 17th.

VII. CITIZEN PARTICIPATION

A resident asked if the Board anticipates an increase in FOIA costs due to changes in the FOIA laws and commented that he enjoys receiving the Township newsletter.

VIII. ADJOURNMENT

Smith moved to adjourn the meeting at 8:50 p.m. Oliver seconded the motion which was adopted unanimously.

Respectfully submitted,
Laurie Fromhart
Bridgewater Township Clerk