



# ATLAS TOWNSHIP, MI

## TOWNSHIP BOARD

**DRAFT MINUTES • DECEMBER 17, 2018**

**Regular Meeting**

**Township Hall**

**5:30 PM**

**7386 S. Gale Rd, Grand Blanc, MI 48439**

1 **1. CALL MEETING TO ORDER**

2 1. INVOCATION

3 **2. ROLL CALL**

Attendee Name	Title	Status	Arrived
Tere Onica	Supervisor	Present	
Barry June	Trustee	Present	
Ann Marie Moore	Treasurer	Absent	
Patrick Major	Trustee	Present	
Katie Vick	Clerk	Present	

4

5 **3. STAFF PRESENT**

6 Attorney David Lattie

7 Fire Chief Steve Bullen

8 Assistant Fire Chief Ed Klimek

9 **4. APPROVAL OF AGENDA**

10 Add Item 11 under New Business "Items Removed From Consent Agenda"

11 Correct numbering

12

13 Remove "Approval of Minutes October 17,2016"

14 1. Motion to Approve as Amended

15 **RESULT: ADOPTED [UNANIMOUS]**

16 **MOVER:** Tere Onica, Supervisor

17 **SECONDER:** Barry June, Trustee

18 **AYES:** Onica, June, Major, Vick

19 **ABSENT:** Moore

20 **5. CONSENT AGENDA FILE AND RECEIVE ITEMS**

21 1. FIRE DEPARTMENT ACTIVITY REPORT

22 2. BUILDING DEPARTMENT ACTIVITY REPORT

23 3. PLANNING COMMISSION REPORT

24 4. ZONING BOARD OF APPEALS REPORT

25 5. ASSESSMENT DEPARTMENT REPORT

26 6. LAND DIVISION ACTIVITY REPORT

27 7. BUDGET

28 8. Motion to Approve Consent Agenda

29	<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
30	<b>MOVER:</b>	Barry June, Trustee
31	<b>SECONDER:</b>	Patrick Major, Trustee
32	<b>AYES:</b>	Onica, June, Major, Vick
33	<b>ABSENT:</b>	Moore

34 Clerk Vick questioned Land Division and Budget Reports not included. Budget Report  
35 would be sent out in the next week or so by the Supervisor.

36 **6. CONSENT AGENDA APPROVAL ITEMS**

37 1. TREASURER'S REPORT

38	<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
39	<b>MOVER:</b>	Tere Onica, Supervisor
40	<b>SECONDER:</b>	Barry June, Trustee
41	<b>AYES:</b>	Onica, June, Major, Vick
42	<b>ABSENT:</b>	Moore

43 2. DISBURSEMENTS

44	<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
45	<b>MOVER:</b>	Tere Onica, Supervisor
46	<b>SECONDER:</b>	Barry June, Trustee
47	<b>AYES:</b>	Onica, June, Major, Vick
48	<b>ABSENT:</b>	Moore

49 **7. APPROVAL OF MINUTES**

50 1. Township Board - Regular Meeting - Nov 19, 2018 5:30 PM

51	<b>RESULT:</b>	<b>ACCEPTED AS AMENDED [UNANIMOUS]</b>
52	<b>MOVER:</b>	Tere Onica, Patrick Major
53	<b>AYES:</b>	Onica, June, Major, Vick
54	<b>ABSENT:</b>	Moore

55 Amendments by Supervisor Onica:

56  
57 Page 1, line 21, Add "to new business Item 10." at the end of the sentence

58  
59 Page 3, line 94, "receive" instead of "received"

60

61 Page 4, line 102, Add "Motion to Adopt" at beginning of sentence. Remove "presented"  
62 and replace with "recommended by the Planning Commission and repealing any sections  
63 that conflict with the amendments."  
64

65 Page 4, line 107, Replace with "Motion to Adopt Marihuana Ordinance as presented."  
66

67 Page 4, line 113, Change "Approved" to "Motion to Approve"  
68

69 Page 4, line 119, Change "Adopted" to "Motion to Adopt"  
70

71 Page 4, line 126, Add "Motion to" at beginning of sentence.  
72

73 Page 5, lines 134-137, Supervisor questioned that it may have been incorrectly  
74 documented but is correct according to how it is supposed be. Jeff Gould is indeed the  
75 Alternate.  
76

77 Page 6, line 184, Does not specify what amendments were made. Changes involved the  
78 reordering of removed Consent Agenda Items. Item #6 was inserted into a different part  
79 of the minutes.  
80

81 Page 6, line 205, Replace "still in talks" to "will be on December Agenda."  
82

82 2. Township Board - Special Meeting - Oct 29, 2018 4:30 PM

83	<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
84	<b>MOVER:</b>	Tere Onica, Supervisor
85	<b>SECONDER:</b>	Patrick Major, Trustee
86	<b>AYES:</b>	Onica, June, Major, Vick
87	<b>ABSENT:</b>	Moore

88 Supervisor Onica identified "Approval of Agenda" was not listed on the Agenda.

89 **8. PUBLIC COMMENTS**

90 Shirley Kautman-Jones, Stimson Road - Back in 2015, changes to the minutes would be  
91 brought to the Clerk's office prior to the meeting.  
92

93 Dorene Hogness - Opposes closing day before Thanksgiving and snow day policy.  
94

95 Fred Forys - Questioned lack of documentation for board packet online, Budget Report and  
96 Consent Agenda.  
97

98 Shirley Kautman-Jones, Questioned Budget Report

99 **9. UNFINISHED BUSINESS**

100 1. MOTION TO APPROVE RESOLUTION 18-23 GENESEE COUNTY SHERIFF'S CONTRACT

101 **RESULT: ADOPTED [UNANIMOUS]**  
 102 **MOVER:** Barry June, Trustee  
 103 **SECONDER:** Tere Onica, Supervisor  
 104 **AYES:** Onica, June, Major, Vick  
 105 **ABSENT:** Moore

106 Supervisor Onica met with Goodrich School Board President, Greg Main regarding a  
 107 School Resource Officer. They are just not ready to move forward with a plan yet.

108 2. REMOVE "AMENDMENT TO CONSTRUCTION BOARD OF REVIEW" FROM AGENDA

109 **RESULT: WITHDRAWN**

110 **10. NEW BUSINESS**

111 1. MOTION TO AUTHORIZE FIRE CHIEF UP TO \$6,200 FOR REPLACEMENT/UPGRADE TO  
 112 MOTOR & PUMP GRASS RIG 21-17

113 **RESULT: ADOPTED [UNANIMOUS]**  
 114 **MOVER:** Barry June, Trustee  
 115 **SECONDER:** Patrick Major, Trustee  
 116 **AYES:** Onica, June, Major, Vick  
 117 **ABSENT:** Moore

118 Chief Bullen is to seek 2 other bids prior to purchase.

119 2. MOTION TO APPROVE GCRC CRACK SEAL AGREEMENT

120 **RESULT: ADOPTED [UNANIMOUS]**  
 121 **MOVER:** Barry June, Trustee  
 122 **SECONDER:** Patrick Major, Trustee  
 123 **AYES:** Onica, June, Major, Vick  
 124 **ABSENT:** Moore

125 3. MOTION TO APPROVE GCRC 50/50 ALLOCATIONS

126 **RESULT: ADOPTED [UNANIMOUS]**  
 127 **MOVER:** Barry June, Trustee  
 128 **SECONDER:** Tere Onica, Supervisor  
 129 **AYES:** Onica, June, Major, Vick  
 130 **ABSENT:** Moore

131 Argentine Township is to transfer \$7,000 to Atlas Township.

132 4. MOTION TO AUTHORIZE TRUSTEE JUNE TO SOLICIT 3 BIDS FOR SCOPING FOR  
 133 RIDGE ROAD

134 **RESULT:** **ADOPTED [UNANIMOUS]**  
 135 **MOVER:** Tere Onica, Supervisor  
 136 **SECONDER:** Patrick Major, Trustee  
 137 **AYES:** Onica, June, Major, Vick  
 138 **ABSENT:** Moore

139 Walk Bike Run committee has identified Ridge Road as the next priority in pathways.

140  
141 Walk Bike Run committee made a recommendation that we contribute Township  
142 Recreational Pathway funds towards the aggregate to improve the pathways within the  
143 local park. Consensus to review in the January.

144 5. MOTION TO DIRECT TOWNSHIP BUILDING INSPECTOR TO REQUEST THREE QUOTES  
145 FOR SIDEWALK EXTENSION

146 **RESULT:** **ADOPTED [UNANIMOUS]**  
 147 **MOVER:** Barry June, Trustee  
 148 **SECONDER:** Patrick Major, Trustee  
 149 **AYES:** Onica, June, Major, Vick  
 150 **ABSENT:** Moore

151 6. MOTION TO APPROVE 2019 TOWNSHIP HOLIDAY CLOSING SCHEDULE AS  
152 AMMENDED TO REMOVE PRESIDENT'S DAY, VETERAN'S DAY, AND COLUMBUS DAY.

153 **RESULT:** **ADOPTED [UNANIMOUS]**  
 154 **MOVER:** Patrick Major, Trustee  
 155 **SECONDER:** Barry June, Trustee  
 156 **AYES:** Onica, June, Major, Vick  
 157 **ABSENT:** Moore

158 Supervisor Onica recommended to remove President's Day, Veteran's Day, and  
159 Columbus Day from the Holiday Closing Schedule for 2019.

160  
161 Clerk Vick questioned Post Office, Banks, and Genesee County Schedules. Expressed  
162 concerns over office coverage and who it specifically impacts. Would like to see some  
163 data or documentation in order to support any changes.

164  
165 MOTION MADE BY CLERK VICK TO ADOPT THE SCHEDULE AS PRESENTED. NO  
166 SUPPORT ON THE MOTION.

167  
168 Attorney Lattie identified language at the top of the presented 2019 Holiday Closing  
169 Schedule addresses Inclement Weather Policy.

170 7. MOTION TO APPROVE ATLAS TOWNSHIP MEETING CALENDAR AS AMENDED

171 **RESULT: ADOPTED AS AMENDED [UNANIMOUS]**  
 172 **MOVER:** Tere Onica, Supervisor  
 173 **SECONDER:** Barry June, Trustee  
 174 **AYES:** Onica, June, Major, Vick  
 175 **ABSENT:** Moore

176 Tuesday, February 19th meeting will now be Monday, February 18, 2019

177 8. MOTION FOR DAWN YON TO RECIEVE HOLIDAY PAY FOR CHRISTMAS EVE,  
178 CHRISTMAS DAY, NEW YEAR'S EVE, NEW YEAR'S DAY

179 **RESULT: ADOPTED [UNANIMOUS]**  
 180 **MOVER:** Barry June, Trustee  
 181 **SECONDER:** Katie Vick, Clerk  
 182 **AYES:** Onica, June, Major, Vick  
 183 **ABSENT:** Moore

184 Supervisor Onica read through the policy and offered some commentary.

185  
186 Attorney Lattie acknowledged adoption of a new policy would overwrite the past policy  
187 dated around 2001.

188  
189 Clerk Vick requested a policy be written to clarify part-time as this policy would only  
190 pertain to the Deputy Treasurer/Building Department Assistant.

191  
192 Attorney Lattie gave some advice to assist in proper language to further clarify.

193  
194 Clerk Vick requested to table the policy adoption until it is cleaned up and re-presented.  
195 She suggested still moving forward with defining proper benefits for the Deputy  
196 Treasurer.

197  
198 Discussion regarding past policies and decisions behind their implementation occurred.

199  
200 Clerk Vick questioned holiday falling on Sunday no longer being recognized the following  
201 Monday, probationary period language, expressed concerns over changing inclement  
202 weather policy. Requested to see some sort of data to support changing the inclement  
203 weather policy aligning with Goodrich Area Schools.

204  
205 Trustee June began a MOTION TO REPEAL ALL FORMER EMPLOYEE BENEFIT POLICIES  
206 AND REPLACE... Motion was withdrawn by Trustee June upon multiple revisions cited.

207 9. MOTION TO TABLE IMPLEMENTING AN EMPLOYEE BENEFIT POLICY UNTIL THE  
208 JANUARY MEETING.

209       **RESULT:**       **ADOPTED [UNANIMOUS]**  
 210       **MOVER:**       Barry June, Trustee  
 211       **SECONDER:**   Patrick Major, Trustee  
 212       **AYES:**        Onica, June, Major, Vick  
 213       **ABSENT:**     Moore

214       10. MOTION TO AMEND AGENDA TO ADD ITEM #14 "INCLEMENT WEATHER POLICY"

215       **RESULT:**       **ADOPTED [UNANIMOUS]**  
 216       **MOVER:**       Barry June, Trustee  
 217       **SECONDER:**   Tere Onica, Supervisor  
 218       **AYES:**        Onica, June, Major, Vick  
 219       **ABSENT:**     Moore

220       11. SCHEDULE BUDGET WORK SESSIONS FOR JANUARY 10, JANUARY 24, FEBRUARY 7,  
 221       AND FEBRUARY 21 AT 5:30PM.

222       **RESULT:**       **ADOPTED [UNANIMOUS]**  
 223       **MOVER:**       Barry June, Trustee  
 224       **SECONDER:**   Tere Onica, Supervisor  
 225       **AYES:**        Onica, June, Major, Vick  
 226       **ABSENT:**     Moore

227       12. MOTION TO APPOINT TERE ONICA AS ELECTED OFFICIAL AND PAULETTE JOHNSON  
 228       AS CITIZEN REPRESENTATIVE TO THE GENESEE COUNTY METROPOLITAN ALLIANCE  
 229       AS ATLAS TOWNSHIP REPRESENTATIVES.

230       **RESULT:**       **ADOPTED [UNANIMOUS]**  
 231       **MOVER:**       Tere Onica, Supervisor  
 232       **SECONDER:**   Patrick Major, Trustee  
 233       **AYES:**        Onica, June, Major, Vick  
 234       **ABSENT:**     Moore

235       13. MOTION TO POSTPONE CONSIDERATION OF CYBER AND DATA INSURANCE QUOTES  
 236       UNTIL JANUARY

237       **RESULT:**       **ADOPTED [UNANIMOUS]**  
 238       **MOVER:**       Tere Onica, Supervisor  
 239       **SECONDER:**   Barry June, Trustee  
 240       **AYES:**        Onica, June, Major, Vick  
 241       **ABSENT:**     Moore

242       Trustee Major suggested looking for data from the MTA regarding statistics for local units  
 243       and cyber issues.

244  
 245       Supervisor Onica reported email scam situations.

246  
247 Discussion about types of risks and values.

248  
249 Consensus to discuss further with our IT Specialist, Mike Mattar and John Johnson with  
250 Nickel and Saph.

251 14. MOTION TO ACCEPT THE RECOMMENDATION TO HIRE NATALIE GOMULKA AS PART-  
252 TIME OFFICE ASSISTANT AT \$12/HOUR UP TO 20 HOURS PER WEEK

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Tere Onica, Supervisor
<b>SECONDER:</b>	Patrick Major, Trustee
<b>AYES:</b>	Onica, June, Major, Vick
<b>ABSENT:</b>	Moore

258 Clerk Vick explained the process of interviewing and scoring of the 5 great applicants.  
259 The top candidate unfortunately had to be taken out of the running due to her  
260 unavailability certain days and times of the week. The next 2 candidates scored  
261 competitively, it was determined Natalie Gomulka would be the best fit. It is a  
262 unanimous recommendation to offer the position to Natalie Gomulka at a rate of  
263 \$12/hour up to 20 hours/week.

264  
265 Start date to be January 2, 2019.

266 15. MOTION TO ADOPT INCLEMENT WEATHER POLICY 18-02

<b>RESULT:</b>	<b>ADOPTED [3 TO 1]</b>
<b>MOVER:</b>	Tere Onica, Supervisor
<b>SECONDER:</b>	Patrick Major, Trustee
<b>AYES:</b>	Onica, June, Major
<b>NAYS:</b>	Vick
<b>ABSENT:</b>	Moore

273 Attorney David Lattie offered some language to define the policy. He will send over the  
274 policy in writing to the Clerk.

275  
276 Clerk Vick reiterated her concerns over office coverage if the policy is changed.

277 **11. ATTORNEY COMMENTS**

278 Noted the Inclement Weather language on the Holiday Closing Schedule will be stricken.

279 **12. BOARD COMMENTS**

280 Trustee Major Thanked Supervisor Onica for putting in the work to update and take on the  
281 policy language.

282  
283 Clerk Vick notified the Board of Nick Lomako's official retirement and questioned if some  
284 sort of recognition is in order. Trustee June suggested a proclamation. Consensus for  
285 Attorney Lattie to prepare a document.  
286



287 Supervisor Onica inquired about the Election Reimbursement from the Village. Clerk Vick  
288 gave an update on the recount and determining how the County will bill for it.  
289  
290 Board Packet online availability was discussed.

291 **13. INFORMATIONAL ITEMS**

292 **14. ADJOURNMENT**

293 1. MOTION TO ADJOURN

294	<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
295	<b>MOVER:</b>	Barry June, Trustee
296	<b>SECONDER:</b>	Tere Onica, Supervisor
297	<b>AYES:</b>	Onica, June, Major, Vick
298	<b>ABSENT:</b>	Moore