

**LIMA TOWNSHIP  
BOARD OF TRUSTEES MEETING  
11452 Jackson Rd, Dexter  
Tuesday, January 9, 2024 7:00 PM**

**Minutes of Meeting**

**Duane Luick, Supervisor  
Nanette Havens, Treasurer  
Ann Kwaske, Clerk  
Dale Luick, Trustee  
Greg McKenzie, Trustee**

**CALL TO ORDER**

The meeting was called to order at 7:00 PM by Supervisor Luick, followed by the Pledge of Allegiance. All board members were present.

**APPROVAL OF AGENDA**

Motion to append agenda with addition of:

Old Business: Appointment of CAFA representative and alternate

New Business: Poverty Guidelines Resolution and Board of Review Training Authorization

Motion by Da Luick to approve the revised agenda, seconded by McKenzie. All ayes. Motion carried.

**APPROVAL OF CONSENT AGENDA**

Minutes of December 27, 2023 Special Meeting

Payroll

Accounts Payable

Motion by McKenzie, seconded by Da Luick to approve the Consent Agenda.

All ayes. Motion carried.

**PUBLIC COMMENT**

Celina Chase made a presentation on a Lima Township ordinance that does not allow chickens on R1A zoned property. The current township backyard chicken ordinance only allows RR properties to have up to 6 hens. She compared this to other neighboring cities and towns that allow chicken on smaller lots and presented a suggested modification to the township ordinance.

Township Attorney Victor Lillich discussed the 425 agreement with the City of Chelsea regarding the Wolf development project. There is a draft of the agreement that the supervisor and attorney are working on with City of Chelsea. It has gone through several revisions and the board members need to see the full draft. Board approval will be needed on the final draft agreement.

**CLOSED SESSION**

Motion by McKenzie, seconded by Da Luick to enter a closed session with attorney to discuss attorney / client privileged communications at 7:19pm. All ayes, motion approved.

Motion by McKenzie, seconded by Da Luick to end the closed session at 8:08pm. All ayes, motion approved.

**REPORTS:**

- Havens reported that approximately 1000 tax bills still need to be paid. Residents have until 2/29 to pay without penalty.
- No December Wave meeting.
- Sastre reported December was light for zoning. McKenzie pointed out from the zoning report that Pulte likely is arrears on the escrow fees for several homes in Thorton Farms 3 that were occupied in 2022. Sastre will follow up.
- Du Luick reported that CACA board is having an independent review of employees to be discussed at special meeting where they will also be discussing budget and approving wage increases for three office workers.
- Da Luick reported the cemeteries had leaf cleanup in December and there is nothing to be done this month.
- No report from Chelsea District Library.
- Planning commission had no December meeting; next meeting Jan 22.

- Havens reported she is dealing with an issue that WWRA is having with stolen and fraudulent checks.
- Kwaske was introduced as the newly appointed clerk. She reported that Linda White is staying on as Deputy Clerk. Voter ID cards went out to everyone in precinct 2 as required by the merging of Precinct 1 and Precinct 2. Absentee ballot applications went out to all who requested them. There have been some issues with return postage from the Dexter Post office and the township will need a post due account with them. A short discussion was had on possibly leasing a postage meter for the office.
- Maier reported that the next CAFA meeting is Tuesday Jan. 16<sup>th</sup> 9am and it will be the annual meeting for election of officers and monthly meeting combined.

#### **OLD BUSINESS**

- Motion by Da Luick, seconded by McKenzie to appoint Craig Maier as CAFA board representative, Ron Howdysshell as alternate, for 2 year term ending 12/31/2025. All ayes. Motion carried.

#### **NEW BUSINESS**

- Motion by McKenzie, seconded by Da Luick to table the discussion of the MEC Metro Act Permit until more information was available. All ayes. Motion carried.
- The board had been discussing updating the township website to make it more up to date and also follow the ADA guideline. The former clerk received a few estimates for website redesign. Shumaker hosts and maintains our current website and their support has been very responsive. Their quote was much more reasonable than others, and they would move the website to their new platform, make it visually similar to other municipal websites and more user friendly. Motion by Da Luick, seconded by Kwaske to move forward and get a formal quote from Shumaker Group for updating the township website. All ayes. Motion carried.
- The board had a discussion on forming a committee for the Township Hall Renovation / Addition Project. Du Luick proposed hiring Bill Coltre to lead / manage the project. McKenzie stated that we first need a scope of work for the people that will be nominated, and we need to document their qualifications. Kwaske agreed that if this is going to be a paid position hired by the township, there needs to be a written job description. Much discussion was had by board members on this topic. Points raised were: as a township we are allowed to pull the building permit ourselves (Du Luick); the township will have our own insurance for the project (Du Luick); township policy requires RPFs for anyone we hire (McKenzie); with a large project as this we need to have the job descriptions and costs detailed (Kwaske). Due to the extended length of this discussion, it was decided that a work session is needed to address project plans. Motion by McKenzie, seconded by Du Luick set a township work session for January 29 at 5:00pm to set procedure and plan on how to implement the township hall project. All ayes. Motion carried.
- Motion by McKenzie, seconded by Kwaske to approve the Poverty Guidelines Resolution 2024-001. All ayes. Resolution carried.
- The four members of the Board of Review are required to take continuing training this year. Motion by McKenzie, seconded by Da Luick to authorize four persons to attend Board of Review Training at a cost of approximately \$140 each plus expenses, if any. All ayes. Motion carried.

#### **FINAL PUBLIC COMMENT**

None.

#### **ADJOURNMENT**

Motion to adjourn by Havens, seconded by Da Luick. All ayes. Motion carried. Meeting adjourned at 9:03 p.m.