



BOARD OF TRUSTEES

REGULAR MEETING

August 12, 2003

AGENDA

- 1.0 **Call Meeting to Order/7:30 p.m./Determination of a Quorum**
- 2.0 **Pledge of Allegiance**
- 3.0 **Roll Call**
- 4.0 **Open Meetings Act/Public Comment I**

Under the Open Meetings Act, any person may come forward at this time to address the Board. Anyone who wishes to speak is requested but not required to state his/her name and address for the record.

5.0 Public Hearings/Presentations

- 5.1 Public Hearing to Receive Comments for Street Lighting Special Assessment District, Hickory Pointe, Phase IV.

6.0 Approval of Minutes

- 6.1 Request to Approve Minutes of the Regular Meeting held on July 22, 2003.

7.0 Consent Agenda

8.0 Items from the Treasurer

9.0 Items from the Clerk

- 9.1 Request Approval for Payment of Payables, checks 42984–43118 for the amount of \$784,862.42.
- 9.2 Request Approval for Payment of Payables, checks 43119–43282 for the amount of \$665,229.80.
- 9.3 Request for Action: Resolution #03-40, Establishing Street Lighting Special Assessment District for Hickory Pointe IV.

Board of Trustees
Agenda for Regular Meeting
Held August 12, 2003

- 9.4 Request for Action: Resolution #03-41, to set Public Hearing date of Tuesday, August 26, 2003, to Receive Comments re: The Establishment of Street Lighting Special Assessment District for Avis Farms South.
- 9.5 Request Approval of Resolution Authorizing Reduced Work Schedule, for Ms. Kitty Higginbottom-Assistant to the Clerk, to 28 hours per week effective, August 10, 2003.

10.0 Items from the Supervisor/Assessor

- 10.1 Resolution to set First Meeting, August 13, 2003 at 6:00 p.m., of the Compensation Commission.
- 10.2 Resolution Requesting Approval of T.E.A.M. as the Pittsfield Township EAP(Employee Assistance Program) Provider at a cost of \$4,719.00 per year and budgeted under line item #226-818.
- 10.3 Request to Approve Appointment of Helen Richards to the Historical Commission, to fill Anita Wilson's seat, appointment to expire June 23, 2004.

11.0 Items from the Department of Public Safety

- 11.1 Request to Purchase Training Videos & PowerPoint Presentation-Fire Department, from Elsevier Science USA, at a cost of \$1,190.00 and charged to account #336-956.
- 11.2 Request Approval to Sign Interagency Services Agreement-University of Michigan.
- 11.3 Request to Receive Fire Department Incident Summary Report for the month of June 2003.
- 11.4 Request Approval to Repair Station 2-Fire Department Building Maintenance and approve the following vendors, and to charge to account #336-778-Building Maintenance and Supply.

Kurtis Kitchen and Bath	\$4,065.54
Sears (dishwasher)	\$ 769.99
Tom Maguire Flooring (kitchen)	\$ 950.00
Best Buy (television)	\$ 579.99
C.J.'s Roofing and Home Improvement	\$4,270.00
AF Smith Electric	\$ 990.00
Time Emergency Equipment	\$ 789.95
Rayhaven Equipment and Tom Company	<u>\$1,655.00</u>
Total Cost	\$14,070.47

Board of Trustees
Agenda for Regular Meeting
Held August 12, 2003

- 11.5 Request Approval of Enrollment in Legal & Ethical Issues in Criminal Justice (100%) and Labor Law Issues in Criminal Justice (100%), for Officer Pam Hamilton, with classes beginning September 2, 2003 and ending December 12, 2003 and total cost is \$1,400.00.
- 11.6 Request Approval of Enrollment in Writing the Critical Analysis (100 %), Criminology & Deviance (100%), Dimensions in Criminal Justice (100%), and Foundations of Christianity (100%), for Officer Gordon Schick, with classes beginning September 16, 2003 and ending February 10, 2004 and total cost is \$3,540.00.
- 11.7 Request Approval of Enrollment in Fire Department Organizational Administration (100%), American Government (100%), and Computer Information Systems (100%), for Fire Sergeant Craig Liggett, with classes beginning September 4, 2003 and ending December 21, 2003 and total cost is \$726.00.
- 11.8 Request Approval of Reimbursement in the amount of \$404.70 (100%), to Dispatcher Charles Bartenslager, for studies in Computer Science Concept and Practical Application, with classes that began April 2003 and ended June 2003.
- 11.9 Request Approval of Reimbursement, for Lieutenant Raymond Hagen, for class taken June 21, 2003 and ending June 27, 2003, for the amount of \$369.00 (50%).
- 11.10 Request Approval of Reimbursement, for Officer Pamela Hamilton, for class taken May 28, 2003 and ending July 17, 2003, for the amount of \$975.00 (100%).
- 11.11 Receive Letter of Retirement from On Call Firefighter Scott Goodwin.
- 11.12 Receive Pittsfield Police Department Call Activity Statistical Report for the month of July 2003.
- 12.0 Items from the Department of Municipal Services/Planning and Zoning**
 - 12.1 Request Approval of Great Lakes Waste/B.F. I. Report and to pay Bill in the amount of \$49,975.84.
 - 12.2 Receive Building Department Permit List for the month of July 2003.
 - 12.3 Receive Housing Inspection Report for the month of July 2003.
 - 12.4 Request Approval of Resolution Authorizing the Promotion of Ms. Marge Burkheiser to the Position of Department Assistant II-Planning, effective August 13, 2003, at an hourly wage of \$11.64 per hour as stipulated AFSCME Union Contract.
 - 12.5 Request Approval to Authorize Supervisor of Pittsfield Township, to Sign Development Agreement CSPA 02-20 Arbor Woods Phase III.

Board of Trustees
Agenda for Regular Meeting
Held August 12, 2003

- 12.6 Request to Approve Resolution #03-45, to Rename Streets in Ashford Village VI (SP 97-4).

13.0 Items from the Parks & Recreation Department

- 13.1 Receive and File a Letter of Recommendation from the Parks and Recreation Commission to Accept the Donation of Property (28.94 acres), from Don Chisholm, Manager of State and Twelve Investment Company, L.L.C., and Motion to Authorize Supervisor to workout details with Mr. Chisholm, to accept the gift.

14.0 Unfinished Business

15.0 New Business

- 15.1 Request Approval of Resolution #03-42, Opposing Holcim Cement Waste Burning Permit.
- 15.2 Request Approval of Resolution #03-43, Supporting Forest Stewardship Grant Application to the Michigan Department of Natural Resources.

16.0 Public Comment II

NOTE: ALL PROCEEDINGS OF THIS MEETING ARE BEING TAPED