

**ROSE TOWNSHIP BOARD OF TRUSTEES
SPECIAL MEETING
June 24, 2009**

The following residents and guests signed in as present:

Mark Bolan	Emile Bair	Anna Troppens
James Bair	Linda Ricketts	Jim Weil
Darlyne Stanczyk	Linda Weil	Jim Porter
Bruce Proper	Pat Walls	Don Walls
Robert Kast	Mike Holowecki	Robert Hauxwell
Andrea Allemon	Marty Schaefer	Maddy Schaefer
Martin T. Schaefer, Jr.	Jim Holton	Jennifer Bicknell
Mary Saiz	Tyler Berger	Adaline Eddington
Billy Eddington	Barbara Hole	LeeAnn Hole
Chester Koop		

Other(s) present:

Susan Weaver, recording secretary

Supervisor Kalcec called the special meeting of the Rose Township Board of Trustees to order at 7:00 p.m. at the Rose Township Hall, 204 Franklin Street, Holly, Michigan.

Board Members Present: Kalcec, Miller, Gordon, Scheib-Snider, Slaughter

Board Members Absent: None

APPROVAL OF AGENDA:

Supervisor Kalcec would like to add a line item after item 8 on the Agenda: 9. Additional Proposal Regarding Painting of the Township Hall.

Scheib-Snider would like to add a line item 10. Resignation Letter from Susan Gordon.

Moved by Gordon, seconded by Scheib-Snider, motion carried to approve the Agenda for the June 24, 2009 meeting of the Rose Township Board of Trustees with the addition of a new line item numbers 9. Painting of the Township Hall and 10. Resignation Letter from Susan Gordon.

Voting Yes: Kalcec, Miller, Gordon, Scheib-Snider, Slaughter

Voting No: None

FY 2009 BUDGET AMENDMENT PROPOSED RESOLUTION:

Supervisor Kalcec explains the resolution to amend the 2009 budget. Supervisor Kalcec presented a report first by cost center, refer to the resolutions so we can attach them, and provided Board with cost center details. Estimated where we are at with expenditures and end of year cost center totals.

Moved by Kalcec, seconded by Scheib-Snider, motion carried to adopt resolution to amend the FY 2009 Budget.

Voting Yes: Kalcec, Miller, Gordon, Scheib-Snider, Slaughter

Voting No: None

CONSIDERATION – STAFFING ALTERNATIVES FY2010:

Supervisor Kalcec has had a conversation with Plante Moran (accounting procedures/review/training). There is still more to do and is asking the Board to consider changes in staffing at Township offices. Supervisor Kalcec suggest there be one (1) person at the front office (employee/general services). Mr. Plewes has filled in in the past. Find a way to move forward with what was approved on May 14, 2009 with accountant coming in to finish job. Gordon approves of the idea.

Slaughter states that we budgeted money for training and that the law requires the Clerk and Treasurer to appoint deputies. This cannot be done without the approval of the Clerk or the Treasurer.

Supervisor Kalcec states that her research found the funding of deputy appointments needs to be approved by the Board and the Township can have a deputy or administrative assistant. The deputy position is vacant and we should try to move forward without one.

Slaughter states that while we are trying to downsize, combine duties, etc., here we are trying to create another position. Clerk and Treasurer have already agreed to cross train deputies and this will take time.

Kalcec states that she is not trying to create another position, she is trying to convert one (1) employee already there to a Township employee, funding out of General Services and Clerk can deputize if she wants.

Miller states that Sherrie is her deputy and was hired by her.

Slaughter states that this is unheard of in most communities. Commonly treasurers and clerks are appointed or elected and the law states elected clerk and treasurer must appoint deputies.

Kalcec states that we have one (1) employee, Dave Plewes to fill in, he would be deputy as needed to fill in.

Slaughter states that deputies are used on a daily basis.

Kalcec states that we are just reducing staffing levels, eliminate one (1) position and use savings from elimination to help fund getting the books in order (approved on May 14, 2009).

Slaughter states that this can be resolved in other ways in departments. Slaughter states she was told by MTA that unless Clerk and Deputy agree to this it cannot be done. Board votes on salaries and budgets.

Kalcec states that with the approval of Board, deputy “may” assist in performing treasurer’s duties. In the event of absence, sickness or death, deputy has powers except for voting on Township Board.

Gordon states that he supports one (1) administrative assistant, this assistant could assist treasurer at tax time, clerk at election time, Plewes could step up and everyone could be cross-trained. This employee could also work for the Supervisor. Mr. Gordon states we would need a job description and nothing would really change.

Supervisor Kalcec envisions the Board sitting down and formulating a job description. Supervisor Kalcec states we have had issues with hiring and attorney has given his opinion that deputies are politically appointed and not subject to Township policies. Yet, the deputies are held to the same vacation, time off, etc. this is inconsistent. Plante Moran could come in and do training, etc. with

savings.

Slaughter states that we have to realize we budgeted to have additional training, sees no need in doing this or it being legal according to MTA. Slaughter would like to get more interpretation. Deputies are at-will political appointees.

Supervisor Kalcec states that she realizes this is how we have operated in the past, however, why do we hold them to the same offices hours, etc.

Slaughter would like to table this matter until we obtain more legal information.

Moved by Slaughter, seconded by Miller, motion carried to table this item until the July 8, 2009 Board meeting.

Voting Yes: Kalcec, Miller, Gordon, Scheib-Snider, Slaughter

Voting No: None

FY 2010 BUDGET ADOPTION PROPOSED RESOLUTION:

Supervisor Kalcec explains proposed resolution. Correction in the first "Therefore Be It Resolved", it states 2008 and should read 2010. Expenditures in General Fund would go from \$783,096.00 to \$667,591.00 if the township employed only one employee instead of two deputies.

Slaughter is confused due to absence of a breakdown of individual cost centers. Slaughter states she was unable to attend the Annual Meeting due to an emergency/falling down the Township stairs, therefore she does not have this information.

Moved by Slaughter, seconded by Scheib-Snider, motion carried to adopt the Rose Township Resolution 2009-2010 General Appropriations Act and FY 2010 Budget Resolution.

Voting Yes: Kalcec, Miller, Gordon, Scheib-Snider, Slaughter

Voting No: None

A copy of this resolution is attached to these minutes and becomes part hereof by this reference.

REQUEST FOR REPORT FROM PLANTE MORAN:

Supervisor Kalcec states that Mr. Johnson has given Clerk Miller journal entries which have been entered, balanced bank statements through April (May not done as of yet), and needs to balance tax fund entries with County settlement documents. Supervisor Kalcec would like to ask Plante Moran for status report/written report.

Moved by Kalcec, seconded by Gordon to request that Plante Moran submit a current status report and final completion report to the Rose Township Board consistent with the Motion adopted on May 14, 2009.

Slaughter states that she spoke with Mr. Johnson, who has been extremely busy, that Plante Moran has a division dedicated to municipal governments and this delay in meeting is due to her fall down the stairs. Mr. Johnson is very close to completion and only needs a few things to finalize.

Voting Yes: Kalcec, Miller, Gordon, Scheib-Snider, Slaughter

Voting No: None

APPROVE PAYMENT OF JUNE BILLS (TABLED):

Moved by Gordon, seconded by Scheib-Snider, motion carried to remove this item from the table.

Voting Yes: Kalcec, Miller, Gordon, Scheib-Snider, Slaughter

Voting No: None

Slaughter states that the auditors like to see any outstanding bills. Usually cutting many checks so bills can be paid within this audit year.

Moved by Slaughter, seconded by Kalcec, motion carried to approve the bills of last month and the bills provided for this month.

Voting Yes: Kalcec, Miller, Gordon, Scheib-Snider, Slaughter

Voting No: None

PAINTING OF THE ROSE TOWNSHIP HALL:

Supervisor Kalcec states that High Country Builder's original proposal (accepted by the Board) included services to power wash, paint all trim, windows, sills, replace front door. High Country Builder's stated that if we decide to paint siding also, it would be \$2,700.00. If High Country Builders or another contractor came back to paint siding, it would be in excess of \$4,000.00. Would like Board to approve the additional \$2,700.00 expenditure to complete the entire job.

Slaughter confirms that this \$2,700.00 would be if they performed the services now and that it would be \$4,000.00 if they had to come back after the current job is completed, thought that this was all included in the original proposal.

Supervisor Kalcec states that the request for proposals was only for windows, trim and replacing the front door.

Moved by Gordon, seconded by Scheib-Snider, motion carried to approve the amount, not to exceed \$2,700.00, for painting the siding (except for vinyl siding portion) of the Township Hall.

Voting Yes: Kalcec, Miller, Gordon, Scheib-Snider

Voting No: Slaughter

SUSAN GORDON RESIGNATION LETTER:

Scheib-Snider states that the Board has received Susan Gordon's resignation letter. Slaughter asks if anyone has checked the personnel issue of if she was upset about the unique situation of a deputy working solely for the Treasurer, if this is subject to FOIA, should it be talked about at a public meeting? Supervisor Kalcec states that the attorney said it is subject to FOIA as a public record. Scheib-Snider states that Ms. Gordon left because of the unprofessional behavior of the Treasurer and Clerk. Slaughter states that there were other issues involved here, she is not willing to speak badly about someone publicly and there are two (2) sides to every story.

Gordon states that hiring an administrative assistant would fix these types of problems.

Slaughter states that she receives many calls regarding the way a Township employee treated an employee and does not run and cry to everyone about it and/or bring it to a public forum. Slaughter further states that no one has ever come to her about this problem and believes there is an

overreaction going on.

Supervisor Kalcec states that she has never seen anything but professional, helpful behavior from the deputies.

Slaughter states that there were issues and does not want to bring them out in a public forum. Slaughter states that she accepted the resignation, which was not turned into her, and she was not aware of the resignation until several days after it was turned in. Slaughter states that she was told the deputy was resigning, no letter. Does not wish to taint anyone's reputation but would have a discussion if need be. Scheib-Snider states that she does not need to talk about it, it just reflects on all of the Board.

PUBLIC COMMENTS:

Don Walls, Resident (17473 Fish Lake Road): Wants to know why the Township had to hire Plante Moran and how much does it cost? Supervisor Kalcec states that our contracted auditors stated that the books were not in auditable condition and Plante Moran was brought in to assist the Township. Plante Moran has spent six (6) days at \$720.00/day.

Adaline Eddington, Resident (19516 Hickory Ridge): Asks if Supervisor has an assistant? Supervisor Kalcec responds no. Resident asks if Supervisor Kalcec feels her job is as important as the Clerk and Treasurer's? Supervisor Kalcec responds yes, workwise she has a lot. Supervisor Kalcec states that she is able to use Clerk's Deputy and Dave Plewes. Supervisor Kalcec states that when she was the Clerk she felt it took more than one (1) person, state law shows the Clerk's job duties being three (3) times as long as other positions. Resident states that the idea of one (1) employee rather than two (2) is causing a lot of animosity and arguing, suggests firing both deputies and hiring one (1) professional.

Andrea Allemon, Resident (10905 Milford Rd.): States her understanding it is suggested an assistant be hired in lieu of two (2) deputies and how would this assistant be funded? Supervisor Kalcec states that at this time deputy salaries are paid for in a treasurer cost center and a deputy cost center and the one (1) employee would be funded by a general services cost center. Resident believes these people should not be involved with other Board members and work directly for Clerk and Treasurer as Treasurer and Clerk hire them. Resident feels that due to the discord amongst the Township Board, one (1) assistant would be pulled in too many directions. Supervisor Kalcec states that the deputy can step in if the clerk/treasurer cannot perform. With an administrative assistant, they enter data, print checks, not allowed to sign checks with final approval falling to the office they are working for at the time. Slaughter states that deputies are not assigned, are not elected officials, they are appointed. Elected officials are more accountable to the people and that responsibility should fall upon elected official. Supervisor Kalcec states the State of Michigan accounting manual states that the only person who can sign for the Treasurer and Clerk is their deputy.

Jim Holton, Resident (7764 Fish Lake Rd.): States that he supports Supervisor Kalcec's proposal one hundred percent (100%). Would like to see stability with deputies remaining rather than going with each election. Slaughter states that over the past ten (10) years, Township has been fortunate with the same people being re-elected. Resident states that everyone works for the taxpayers, we should not have to pay for cross training, etc.

Mike Holowecki, Resident (8135 Tipsico Trail): How long has this position been vacant? Board responds since June 11, 2009. Resident states that the Township is managing without. Resident states that Board members are not accountable to anyone and would like to see a time clock installed to check hours and see what he is paying for. Slaughter agrees with resident. Resident states that the inter-Board bickering is out of hand.

Darlyne Stanczyk, Resident (7355 Fish Lake Rd.): Is the Township going to take into consideration the cost of hiring of Plante Moran to periodically check books and will this cost be deducted from the salaries of those not doing their job. Supervisor Kalcec states that the budget contains money for extra auditing, they are also training the staff so that this does not continue to happen. Supervisor Kalcec states Plante Moran is bringing 2009 material into compliance for audits. Resident asks if there have been discrepancies in the past? Slaughter states that auditors have always given them the highest ratings and simply give recommendations as to streamlining.

Mike Holowecki, Resident (8135 Tipsico Trail): The Board adopted the budget, cutting hours, working four (4) days? Supervisor Kalcec states that the policy amendment for office hours was adopted (Mondays 10:30 a.m. to 6:30 p.m., Tuesday, Wednesday and Thursday 8:30 a.m. to 4:30 p.m., closed on Fridays) with pay cuts for employees.

Mary Saiz, Resident (9950 Oakhurst Road): States that one (1) person handling the entire Board would be a mess. Resident states that hours are being cut and going to one (1) deputy, why are meeting here and not the church? Supervisor Kalcec states that we are not meeting at the church because that building does not meeting handicap accessibility. Supervisor Kalcec also considered the fact that many community members use this building and it is part of Rose Township heritage. Resident states that we are spending money to update this building and not using the one built. Resident also states that the Deputy Letter of Resignation should not be aired in a public forum.

Jim Holton, Resident (7764 Fish Lake Rd.): There is not a lot going on in the Township by way of construction or in Michigan for that matter, therefore other employees could step up and wait to replace the deputy.

Adaline Eddington, Resident (19516 Hickory Ridge): Asks why the Board is not paying bills online? Supervisor Kalcec states it will be looked into, some things pertaining to the State cannot be paid online, and bills must be approved by the Board. Clerk Miller states that all checks require two (2) signatures except for tax fund (Clerk/Treasurer signature). Slaughter states that some checks cannot be handled online, but some checks are handled electronically.

Unidentified Resident: Asks Board at what point did the deputy clerk and treasurer position become full-time? Slaughter responds in 1992. Resident asks what the positions were before that? Slaughter responds that they were part-time before 1992. Kalcec states that they were in separate buildings at that time.

Unidentified Resident: How far back has Plante Moran had to reconcile bank statements? Slaughter states that they had to start from the beginning of the year to get a correct finalization.

Mary Saiz, Resident (9950 Oakhurst Road): What are the building inspector's (Schang) hours? Supervisor Kalcec states that he is a full-time employee and has taken on a \$524,000.00 grant received for Neighborhood Stabilization. Supervisor Kalcec asked Schang to keep a ten (10) day work log, as he is responsible for grants, PEG Fund, building department in Rose Township. Schang is also contracted in Holly Township.

Chester Koop, Resident (11750 Eagle Rd.): At the Annual Meeting a resolution was adopted as to pay reductions, a budget was adopted wherein everyone was taking pay cuts, yet has not heard from the Clerk, Treasurer and Constable if they were taking pay cuts. Supervisor Kalcec states that the Constable is not willing to take the pay cut. Resident would like the Board to consider having a forensic audit performed. Resident states that a forensic audit is very expensive but should be done because there are red flags popping up. Resident states that he has made FOIA requests for tax records, financial records and has not been given things he feels entitled to. Resident has made a request for all documents that were sent to or received from Oakland County treasurer for settlement

for this year and received one (1) page, Oakland County sent three hundred (300). Resident states that a member of the Board went to the bank to see Township banking records and was denied because the Clerk and Treasurer refused to give him authorization, no member of the Board should be denied the ability to look at Township records. Slaughter states that this person was given the opportunity to come into the Treasurer and the Clerk's office and look at anything he wanted. Slaughter states that Resident tried to go to the bank to see Township records. Resident states that the Clerk and Treasurer should not stop someone from investigating. Resident states that before the Annual Meeting a primary officer who keeps track of financial records was seen shredding documents in their office. These are reasons for the forensic audits. Resident states his reason for going to the bank was to make inquiries as to interest bearing and non-interest bearing accounts, did not mention Rose Township. Slaughter states that the bank informed her Resident asked for Rose Township statements. Supervisor Kalcec states we have to finish what we started with Plante Moran and will consider Resident's comments. Slaughter would like to note on record that she spoke with Resident when he came up to pick up one of his FOIA requests (150 pages) and told him he did not have to FOIA records as he could come in and look at them anytime. Gordon states that he was denied access from the bank to look at records to see where Township money was and if it was insured properly. Slaughter states that Gordon was denied because he is not a signatory.

LeAnn Hole, Resident (7605 Fish Lake Rd.): Thinks that the public should not have to hear about the resignation of a deputy in a public forum. Resident would like to know who was responsible for Plante Moran coming in? Slaughter states that it was no one (1) person, that the Board wanted to make sure we were okay for the audit in September or October. Resident does not believe a forensic audit is necessary.

Robert Hauxwell, Resident (3100 Maureen Lane): Resident states that as far as auditing, Board is getting someone to come in and make sure Township is doing the job they are required. Resident states that the Board does not have take auditor's recommendations and inquires as to state training. Supervisor Kalcec states we want to make sure we are meeting state regulations. Slaughter states that the in-house accounting computer software is out of British Columbia, so when training is needed they come from Canada and charge for expenses. Resident asks why we are in this situation. The Board voted for it. Resident asks if a local company could provide software and same level of service? Supervisor Kalcec states that if the Clerk/Treasurer has a problem with software, etc. she would entertain suggestions. Resident states that when there is a list of job requirements for deputies, whoever comes next would have to adhere. The Board cannot require anything of deputy treasurer or clerk, it is a political appointment. Resident states there will be different requirements for both positions. Supervisor Kalcec states that we need to sit down and discuss job requirements/descriptions.

Unidentified Resident: States that the Township is cutting everyone's hours yet the Supervisor is the only taking a pay cut? Supervisor Kalcec responds that Ms. Miller does not take benefits. Slaughter states that she does not feel it is a benefit to the community to reduce days/hours and receive full benefits. Slaughter states that the Board approved (in her absence) to give full benefits to a 32 hour employee and is against it. Slaughter states that she was not asked if her workload and the workload of her deputy could be completed in 32 hours. Slaughter states this reduction in hours will mean taking work home, night meetings, etc. Resident states he would like to put a time clock issue on the Agenda. Supervisor Kalcec states that many Township job/responsibilities takes them out of the office (i.e., meeting with sheriff, etc.) and this would make a time clock difficult. Resident would like to know how many hours each Board member works.

Scheib-Snider states (regarding resignation letter) that by law if any Board member wants to address the Board it must be done in a public open meeting.

Barbara Hole, Resident (8100 Buckhorn Lake Rd.): Would like to say that she has known Debbie

Miller for a long time and she is a very honest, loyal person. She feels Clerk Miller is more than capable of handling this job, she has a master's degree, etc.). Resident would like to know why people are being brought in to train? Supervisor Kalcec states that when asked by Clerk Miller for assistance it is given to her. Resident feels Clerk Miller is learning fast and doing a great job. Supervisor Kalcec believes that changes are painful, things have been done the same way for years, and this time there are significant changes that need to be worked through. Resident states that the Board needs to put their personal issues/agenda aside as taxpayers do not have to put up with this. Slaughter states that she agrees with resident as to Debbie's capabilities and had asked Supervisor if Clerk Miller could watch and learn prior to taking office and was told no twice.

Unidentified Resident: Suggests that Board have training on getting along/Dale Carnegie. Supervisor Kalcec states that we are not arguing, we are having productive discussions. Resident states there are rumors about things going on in this Township.

Unidentified Resident: Asks about health insurance coverage issue discussed at last Board meeting. Supervisor Kalcec states that she is not opposed to look into employee contributions.

Jim Holton, Resident (7764 Fish Lake Rd.): Everyone here is looking for more bang for their buck, elections are three (3) years away and it would be great if everyone was in harmony, come to meetings and address the issues. Tax Payers expect that the Board run the Township and treat employees with respect. Slaughter states that it is the outside issues coming in and causing trouble.

Mary Saiz, Resident (9950 Oakhurst Road): How were the hour cuts passed without Ms. Slaughter in attendance? Supervisor Kalcec states that this matter had been tabled previously and by law a quorum of four (4) can vote.

Adaline Addington, Resident (19516 Hickory Ridge): Asks whom Supervisor Kalcec's deputy Clerk was? Supervisor Kalcec responds Pat Walls. Resident asks why she was not kept on as deputy clerk for Clerk Miller? Supervisor Kalcec states that this is the nature of these positions. Slaughter responds that they ran against each other and that presented a problem. Resident asks if \$720.00 for audit was budgeted in? Supervisor Kalcec responds yes, training. Resident asks what the deputy clerk does? Clerk Miller states that she does accounts payable, answers phones, learning payroll, qualified voter file, mail, etc.). Resident asks what dollar amount was budgeted for this training? Supervisor states that it was not separated out, budget did not specify exact amount. Supervisor states that the accountant was budgeted this year at \$11,000.

Unidentified Resident: Has issue with Chester Koop. Mr. Koop seems to have a problem with Clerk Miller. Does not feel Clerk Miller warrants this suspicion and it is costing Township money.

ADJOURNMENT:

Supervisor Kalcec adjourned the special meeting of the Rose Township Board of Trustees on June 24, 2009 at 8:45 p.m.

No vote.

Approved/Corrected

Debbie Miller
Rose Township Clerk

