

**NILES CHARTER TOWNSHIP  
FEBRUARY 21, 2017  
REGULAR MEETING**

Supervisor Stover called the meeting to order at 7:00 p.m. at the Township Hall, 320 Bell Road. Vella led the Pledge of Allegiance.

**Roll Call:** Cooper, Hoese, Pulaski, Stover, Vella. Board Members Absent: Eull, Ringler

**Special Guests:** Lieutenant Mark McKie, new commander of Niles Charter Township Police Services commended Deputy Baggett who was selected as 2016 Deputy of the year. McKie commended Baggett on several cases she has resolved and all of her hard work and persistence. McKie presented the December 2016 police report.

**Public Hearing:** Stover opened the public hearing at 7:11 p.m. to hear from the public any objections to the proposed special assessment district for Harrah Road. Stover read a summary of costs for the special assessment district and different scenarios. Ann Carson of 1550 Harrah Road requested explanation of paving of Harrah Road, but did not object to the special assessment district. Stover closed public hearing at 7:26 p.m.

**Agenda Approval:** Hoese motioned to approve the agenda as submitted. Pulaski supported. All voting in favor. **MOTION CARRIED.**

**Comments from the Public on Agenda Items:** None.

**Consent Agenda:**

Cooper motioned to approve the consent agenda. Vella supported.

1. February 21, 2017 Expenditures and Transfers:

General O & M	\$33,123.18	Fire O & M	\$25,043.62
Sewer O & M	\$20,639.96	Water O & M	\$3,927.61
Building Dept. Fund	\$4,719.23	Street Lights	\$2,688.75
Fire Capital Improvement	\$1,345.50	Police Fund	\$88.00
Capital Improvement	\$6,678.21		
<b>GRAND TOTAL</b>	<b>\$98,254.06</b>		
2. February 6, 2017 regular meeting minutes
3. January 2017 Building Report
4. January 2017 Fire Report
5. January 2017 Revenue/Expense Report
6. January 2017 Zoning/Chickens/Code Enforcement Reports
7. 2017 Meeting Room Agreement for Toastmasters
8. Certificates of Completion for Douglas Wise and Aaron Floor
9. Certificate of Completion for Michael Ford

ROLL CALL AYES: Cooper, Hoese, Pulaski, Vella, Stover  
NAYS: None.

**MOTION CARRIED.**

**Correspondence/Announcements:** Stover announced the Niles Charter Township Fire Department is holding an all you can eat pancake, waffle and sausage breakfast on Sunday, February 26, 2017 8:00 a.m. to noon at station 2, 2049 S. 3<sup>rd</sup> Street. Stover advised a letter received from FEMA advising of a 30 day engineering models notification.

**Unfinished Business:** None.

**New Business:**

**Janitorial Services for Township Hall:** Discussion on the recommendation of Michiana Cleaning Service was discussed. Vella inquired as to why the bidding did not include the Department of Public Works. Angie Cole explained she and Peg Hartman were asked to research bids for the Hall, but would inquire with Michiana Cleaning Service to submit a separate bid for the Department of Public Works. Cooper motioned to obtain a contract between Township and Michiana Cleaning Service and bring to the board for approval. Hoese supported.

ROLL CALL AYES: Hoese, Pulaski, Vella, Stover, Cooper

NAYS: None.

**MOTION CARRIED.**

The bids were as follows:

<b><u>BIDDER</u></b>	<b><u>AMOUNT OF BID</u></b>	<b><u>REMARKS</u></b>
Brandy Unsicker	\$1,016.67 monthly	Supplies not included/no floor treatment carpet or hard surface
Michiana Cleaning Service	\$703.50 monthly	Supplies included/floor treatments provided both carpet and hard surface
M & K Cleaning Service	\$845.00 monthly	Supplies included/floor treatment of hard surface only but will maintain carpet once cleaned

**Resolution 17-06 Costs for SAD for Brandywine Shores Subdivision:**

**Excerpt of Minutes:** Stover motioned to proceed with Brandywine Shores Road Special Assessment, obtain cost estimate for improvements and file with Clerk's office for public examination, and authorize the adoption of resolution 17-06. Pulaski supported.

ROLL CALL AYES: Vella, Stover, Cooper, Hoese, Pulaski

NAYS: None.

**MOTION CARRIED.**

**Resolution 17-06 Adoption:** Vella motioned to adopt resolution 17-06 for the intent to obtain costs to create a special assessment district for Brandywine Shores Road Improvement. Cooper supported.

ROLL CALL AYES: Stover, Cooper, Hoese, Pulaski, Vella

NAYS: None.

**MOTION CARRIED.**

**Resolution 17-07 To Create a SAD for Harrah Road:** Stover motioned to adopt Resolution 17-07 to authorize the creation of a special assessment district for the road improvement of Harrah Road. Vella supported.

ROLL CALL AYES: Cooper, Hoese, Pulaski, Vella, Stover

NAYS: None.

**MOTION CARRIED.**

**2017 Park and Cemetery RFP:** Discussion was held on the 2017 Park and Cemetery bidding process.

**Comments from the Public:** Joann Bolin of 1020 Edwards Street requested the Township remove a couch that was dumped at 1013 Edwards. Cooper advised he will look into it.

**Committee Reports:**

Cooper: advised the community development committee are working on things that will be brought to the board.

Eull: absent

Hoese: none.

Ringler: absent.

Pulaski: None.

Vella: advised that Harry Thibault, Park Commissioner is resigning as of March 12, 2017. Vella advised that phase II of the trail will be delayed due to logging not allowed because of bat habitation. Vella, also, reported that SMCAS is \$116,000 in the black. SMCAS will be purchasing a new ambulance. The new billing service for SMCAS is showing revenues are up and expenses are holding.

**Supervisor's Report:** advised the March Board of Review will be meeting the second week of March for assessment reviews by appointment. Advised that other jurisdictions such as Oronoko Township and Buchanan Township have expressed interest in placing the trail north.

Cooper motioned to adjourn at 8:24 p.m. Pulaski supported the motion.  
All voting in favor

**MOTION CARRIED.**

Respectfully submitted,

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Angie Cole, Deputy Clerk

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James W. Stover, Supervisor