

**NILES CHARTER TOWNSHIP
JANUARY 18, 2011
REGULAR MEETING**

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

Roll Call: Conover, Cooper, Durm-Hiatt, Kuehn, Kidwell, Noble, Ringler.

Agenda Approval: Ringler motioned to accept the agenda as printed, Conover supported.

All voting in favor

MOTION CARRIED.

Consent Agenda: Cooper motioned to approve consent agenda, Noble supported.

Expenditures and Transfers 01-04-2011:

General O & M \$29,298.42	Water O & M \$22,808.05
Fire O & M \$25,703.14	Sewer City Charge \$69,998.49
Sewer O & M \$23,703.25	Special Assessment \$3,627.93

Grand Total \$175,139.28

1. Minutes for January 4, 2011 regular meeting, and January 13, 2011 Special Budget meeting.
2. 2011 meeting room agreement with Toastmasters.

ROLL CALL AYES: Noble, Ringler, Conover, Cooper, Durm-Hiatt, Kuehn, Kidwell.

NAYES: None.

MOTION CARRIED.

Correspondence/Announcements: None.

Supervisor Report: Kidwell welcomed August Kuehn as the newly appointed trustee to the township board.

Comments from the Public: Sgt. Campbell presented the November monthly report and the 2010 year-end statistic report. Sheriff Bailey reported on the video visitation to begin in February at the county jail.

Unfinished Business: Audit agreement: Following the January 4, 2011 meeting Durm-Hiatt began preparing RFP for audit services; it became apparent that it was too late for this year's audit cycle. Durm-Hiatt recommends that we precede with proposals for next year audit and have proposals reviewed prior to budget in August 2011. Durm-Hiatt motioned to accept the audit agreement with Siegfried and Crandall for the 2010 audit, Conover supported.

ROLL CALL AYES: Ringler, Conover, Cooper, Durm-Hiatt, Kuehn, Noble.

NAYES: Kidwell.

MOTION CARRIED.

New Business:

Lift Station # 4: Durm-Hiatt presented the bid sheet from the bid opening on December 16, 2010 for demolition of the old lift station and installation of the new station, with review by Merritt Engineering and the recommendation of Gary Schrader.

Ringler motioned to accept the bid of \$198,750.00 from B & Z Company, Cooper supported the motion.

ROLL CALL AYES: Conover, Cooper, Durm-Hiatt, Kuehn, Noble, Ringler, Kidwell.

NAYES: None.

MOTION CARRIED.

Construction Board of Appeals: Jeff Dunlap explained that the City of Niles and the Township have been working together on forming a joint Construction Board of Appeals Board. Members of the board represent specific areas of expertise. The members would serve a two year term and be approved by both the City of Niles and Niles Charter Township. Durm-Hiatt motioned to approve the recommended board members (listed below), Cooper supported.

Gene Gorton, Architecture/Engineering, Lee Beauchamp, Building Trade, Bill Messner, Electrical Trade, Scott Wilson, Mechanical Trade, Steve Seifer, Plumbing Trade, Bud Bair, Alternate Fire Service, and Phil Lawson, Alternate Property Maintenance.

ROLL CALL AYES: Cooper, Durm-Hiatt, Kuehn, Noble, Ringler, Conover, Kidwell.

NAYES: None.

MOTION CARRIED.

Building Safety Policy and Procedures: Two weeks ago, Dunlap distributed copies of the policy and procedures he prepared for the Building Safety Department for the board to review. Cooper motioned to approve the Policy and Procedures for the Building Safety Department, Conover supported.

ROLL CALL AYES: Durm-Hiatt, Kuehn, Noble, Ringler, Conover, Cooper, Kidwell.

NAYES: None.

MOTION CARRIED.

Property Maintenance: Jeff Dunlap and Attorney Spiegel discussed four properties within the township that the Building Safety Department deemed out of compliance, and are in violation of Township ordinances. Following discussion, Ringler motioned to authorize the township to proceed with the removal/demolition of a trailer on lot #27 at 1003 Ontario Road, and proceed with compliance letter on the other three properties.

ROLL CALL AYES: Kuehn, Noble, Ringler, Conover, Cooper, Durm-Hiatt, Kidwell.

NAYES: None.

MOTION CARRIED.

Attorney Report: Attorney Spiegel asked for authorization to pick up the township files from Attorney Lynch. She asked about preparing a false alarms ordinance, it is being researched. Fire Policy and Procedures should be available for review next week.

Comments from the Public: Sheriff Bailey commented on Eastgate. Kidwell stated that the hazardous material has been identified and removed and by the end of January the structure will begin coming down.

Committee Reports:

Conover: None.

Durm-Hiatt: is working with the county clerk and local school administrators to negotiate the school elections for 2011/2012.

Kuehn: Thanked the board for the opportunity to serve the township.

Ringler: Presented the NATS bill, letting the board know what we receive in state and federal road monies in return for our NATS membership.

Kidwell: None.

Noble: advised that he had been working with AEP on street light issues.

Cooper: None.

Kuehn motioned to adjourn at 8:26 p.m. Conover supported the motion.

All voting in favor

MOTION CARRIED.

Respectfully submitted,

Marge Durm-Hiatt, Clerk