

**SPECIAL MEETING OF THE CHELSEA AREA CONSTRUCTION AGENCY
JUNE 21, 2018 (3:00 PM)
12172 JACKSON ROAD, DEXTER, MI 48130**

BOARD MEMBERS PRESENT: Chair James Drolett (Dexter Township), Treasurer Greg McKenzie (Lima Township), Tom McKernan (Sylvan Township Alternate), Rick Graustein (Sharon Township), and Vice-Chair Christine Linfield (City of Chelsea)

BOARD MEMBERS ABSENT: Secretary Kathleen Kennedy (Sylvan Township), Marc Keezer (Lyndon Township)

OTHERS PRESENT: Victor Lillich, Earl Heller, Carol Morrow

CALL MEETING TO ORDER: Chair Drolett called the meeting to order at 3:00 pm.

CALL TO THE PUBLIC: None

APPROVAL OF THE AGENDA: MOVED by McKenzie, SECONDED by Graustein, to remove Approval of Bills from the agenda and then approve the Special Meeting agenda as amended. All Ayes. Motion Carried.

APPROVAL OF THE MINUTES: MOVED by McKenzie, SECONDED by Graustein, to approve the May 10, 2018 Special Meeting minutes as presented. All Ayes. Motion Carried.

REPORT OF CHAIR: Chair Drolett reported that he testified on 5/23/18 before the State Senate Committee on Natural Resources in Lansing regarding the proposed language to amend Part 91, Soil Erosion and Sedimentation Control, of the Natural Resources and Environmental Protection Act 1994 PA 451. He said that MTA is in support of the proposed language.

REPORT OF THE TREASURER: Treasurer McKenzie reported that the mortgage has been paid in full for the building. He also reported that the money market account which was used for the mortgage payments has been closed and the remaining balance has been transferred to the general checking account. He also reported that the annual sales tax form has been filed.

REPORT OF BUILDING OFFICIAL: No report. Kim Spittler was not present for the meeting.

UPDATE RESOLUTION TO APPLY FOR MTPP RISK REDUCTION GRANT: Chair Drolett reported that in order to apply for a MTPP Risk Reduction Grant to replace the facility security cameras an updated motion is required from the board.

MOVED by Drolett, SECONDED by Grausten, to authorize Chelsea Area Construction Agency staff to submit a grant application through the MTPP Risk Reduction Grant Program. All Ayes. Motion Carried.

DISCUSSION OF RAISES FOR FULL TIME EMPLOYEES: Chair Drolett informed the board that the City of Chelsea union contract was approved with the following percent wage increases; 3% effective (7/1/18 - 6/30/19), 2% effective (7/1/19 – 6/30/20) and 2% effective (7/1/20 – 6/30/21). Per the CACA personnel manual, the annual percent wage increases for full time employees is based on the City of Chelsea percentages.

Treasurer McKenzie recommended that this item be tabled since the discussion of raises for full time employees has already been scheduled for the July 12th quarterly meeting. He thought it would be more efficient to review possible pay increases and the annual City of Chelsea percent increases as a complete package.

MOVED by McKenzie, SECONDED by Graustein, to table the discussion of raises for full time employees to the July 12th quarterly meeting. All Ayes. Motion Carried.

UPDATE ON WALDO ROAD ISSUE: Chair Drolett informed the board that three retired CACA inspectors are being personally sued by Waldo Road property owner Brian Sheaffer. Chair Drolett asked Victor Lillich (CACA Attorney) to update the board regarding CACA's insurance review and filing deadlines for the retired inspectors.

MOVED by McKenzie, SECONDED by Graustein, that the CACA board authorize payment to Victor Lillich for requesting an extension of the filing deadline on behalf of Robert Bruce Connell, Charles Root, and Danny Henson (if so requested by them) in the case of Sheaffer versus each of them. All Ayes. Motion Carried.

MOVED by McKenzie, SECONDED by McKernan, that in the event that CACA's professional liability insurance carrier denies coverage for Robert Bruce Connell, Charles Root, and Danny Henson in the case of Sheaffer that the construction agency would authorize payment to Victor Lillich as legal counsel if requested by them. All Ayes. Motion Carried.

OTHER BUSINESS: None.

CALL TO THE PUBLIC: None

ADJOURNMENT: MOVED by Linfield, SECONDED by Graustein, to adjourn the meeting at 4:05 pm. All Ayes. Motion Carried.

Respectively submitted,

A handwritten signature in cursive script that reads "Christine Linfield". The signature is written in black ink and is positioned above the printed name.

Christine Linfield