

**QUARTERLY MEETING OF THE CHELSEA AREA CONSTRUCTION AGENCY BOARD
THURSDAY, JULY 12, 2018, 3:00 P.M.
LOCATION: 12172 JACKSON ROAD
DEXTER, MI 48130**

BOARD MEMBERS PRESENT: Chair James Drolett (Dexter Township), Vice Chair Christine Linfield (City of Chelsea), Marc Keezer (Lyndon Township), Rick Graustein (Sharon Township), Treasure Greg McKenzie (Lima Township) and Tom McKernan (Sylvan Township).

BOARD MEMBERS ABSENT: Secretary Kathleen Kennedy (Sylvan Township).

STAFF PRESENT: Building Official Kim Spittler, Inspector Earl Heller and Office Manager Carol Morrow.

OTHERS PRESENT: Else Heller.

CALL TO ORDER: Chair Drolett called the meeting to order at 3:07 p.m.

CALL TO THE PUBLIC: None.

APPROVAL OF THE JULY AGENDA: Motion by Linfield, seconded by Graustein, to approve the July Agenda as presented. All Ayes. Motion carried unanimously.

APPROVAL OF THE JUNE 21, 2018 MINUTES: Motion by McKenzie, seconded by Graustein, to approve the June 21, 2018 SPECIAL MEETING minutes as presented. All Ayes. Motion carried unanimously.

APPROVAL OF BILLS: Motion by Linfield, seconded by Graustein to approve the General Checking Account bills from 05/10/18 thru 07/12/18 in the amount of \$251,102.02 and the Soil Erosion Checking Account bills from 05/10/18 thru 07/12/18 in the amount of \$8,611.60, as presented on July 12 10, 2018 summaries from MSK and Associates. All Ayes. Motion carried unanimously.

REPORT OF THE CHAIR: Chair Drolett reported on the Waldo Road issue. The Insurance Company has hired Fred Lucas as their attorney. Discussion followed.

REPORT OF THE TREASURER: McKenzie gave a report regarding budget income and expenses. Discussion followed.

REPORT OF THE BUILDING OFFICIAL: Kim Spittler reported they have been really busy with permits. Homeowners are calling regarding building.

DISCUSSION OF RAISES FOR FULL TIME EMPLOYEES: Much discussion followed.

Motion by McKenzie, seconded by McKernan, to increase base pay to the Building Official (Kim Spittler) to \$84,550.00 and then apply the City of Chelsea Bargaining Committee pay increase of 3% for the term 07/01/18 to 06/30/19 for a total base salary of \$87,088.56 retroactive to 07/01/18. All Ayes. Motion carried unanimously.

Motion by McKenzie, seconded by Linfield, to increase base pay to the Office Manager (Carol Morrow) to \$59,000.00 and then apply the City of Chelsea Bargaining Committee pay increase of 3% for the term of 07/01/18 to 06/30/19 for a total base salary of \$60,770.00 retroactive to 07/01/18. All Ayes. Motion carried unanimously.

UPDATE ON WALDO ROAD ISSUE: Chair Drolett reported on this in his Chair report.

OTHER BUSINESS: Discussion followed regarding setting dates for monthly meetings for the CACA Board.

Motion by Linfield, seconded by Graustein, to set a Special CACA meeting for Thursday, September 13, 2018 and at that meeting set up a schedule for future meeting dates. All Ayes. Motion carried unanimously.

CALL TO THE PUBLIC: None.


ADJOURNMENT:

Motion by Linfield, seconded by Graustein to adjourn the meeting at 4:32 p.m. All Ayes. Motion carried unanimously.

Next scheduled meeting is September 13, 2018 at 3:00 p.m.

Respectfully submitted,

Else Heller
Recording Secretary


Kathleen Kennedy, CACA Board Secretary