

**SPECIAL MEETING OF THE CHELSEA AREA CONSTRUCTION AGENCY BOARD
THURSDAY, FEBRUARY 14, 2019, 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), Secretary Kathleen Kennedy (Sylvan Township). Treasurer Greg McKenzie (Lima Township), Marc Keezer (Lyndon Township), and Trudi Cooper (Sharon Township).

BOARD MEMBERS ABSENT:

STAFF PRESENT: Building Official Kim Spittler, Inspectors Earl Heller and Rick Graustein.

OTHERS PRESENT: Else Heller.

CALL TO ORDER: Chair Drolett called the meeting to order at 3:05 p.m.

CALL TO THE PUBLIC: Chair Drolett welcomed Earl Heller back.

APPROVAL OF THE FEBRUARY AGENDA: Motion by Keezer, seconded by Cooper, to approve the February Agenda as presented. All Ayes. Motion carried unanimously.

APPROVAL OF THE JANUARY 10, 2019 MINUTES: Motion by Cooper, seconded by Linfield, to approve the January 10, 2019 Quarterly Meeting minutes as presented. All Ayes. Motion carried unanimously.

APPROVAL OF BILLS: Motion by Keezer, seconded by Kennedy to approve the General Checking Account bills from 1/11/19 thru 2/14/19 in the amount of \$58,339.34 and the Soil Erosion Checking Account bills from 1/11/19 thru 2/14/19 in the amount of \$1,733.80, as presented on February 14, 2019 summaries from MSK and Associates. All Ayes. Motion carried unanimously.

REPORT OF THE CHAIR: Chair Drolett reported that he did not have a report. He discussed the Dexter Township Board's position on adopting the National Fire Code. Discussion followed.

REPORT OF THE TREASURER: Greg McKenzie discussed a motion that was made in January for the Soil Erosion Account possible investments. He suggested review of the motion at the March meeting and possible modifications. Discussion followed.

REPORT OF THE BUILDING OFFICIAL: Kim Spittler reported BS&A was installed on their computers for the Soil Erosion. 165 permits have been issued this year.

ADOPTION OF THE 2019-2020 BUDGET: Discussion followed regarding the General Fund Statement of Activities Budget versus Actual Expense, Income and Interest Income. Budgeted General Account with Income of - \$661,650 and Budgeted Expense of - \$571,024. Much discussion followed.

Motion by Linfield, seconded by Kennedy, to approve the 2019-2020 budget for the Chelsea Area Construction Agency's General Account with income of \$661,650 and budgeted expense of \$571,024. All Ayes. Motion carried unanimously.

Motion by McKenzie, seconded by Linfield, to move the Soil Erosion Budget discussion and adoption to the March meeting. All Ayes. Motion carried unanimously.

UPDATE ON WALDO ROAD ISSUE: Chair Drolett stated we received a bill from attorney Vic Lillich who is following the court matter on behalf of the Agency. The case has gone to mediation with no decision as yet. Also, Mr. Lucas from the insurance company has enlisted the assistance of Jeff Alber in the case to be paid by the insurance company.

OTHER BUSINESS: The following items are to be placed on the March agenda –


- 1 – Discussion on Investment Policy
- 2 – Soil Erosion Budget
- 3 – Amendments to the 2018-2019 General Account Budget
- 4 – Discussion for Bond Policy – Soil Erosion Control Permits
- 5 – Soil Erosion Control Account Funds Investment - Discussion

CALL TO THE PUBLIC: None.

ADJOURNMENT: Motion by Linfield, seconded by Cooper to adjourn the meeting at 4:24 p.m. All Ayes. Motion carried unanimously.

Respectfully Submitted,

Else Heller, Recording Secretary


Kathleen Kennedy, CACA Board Secretary