

**SPECIAL MEETING OF THE CHELSEA AREA CONSTRUCTION AGENCY BOARD
THURSDAY, FEBRUARY 13, 2020, 3:00 P.M.
LOCATION: 12172 JACKSON ROAD
DEXTER, MI 48130**

BOARD MEMBERS PRESENT: Chair James Drolett (Dexter Township), John Hanifan (City of Chelsea) and Treasurer Greg McKenzie (Lima Township).

BOARD MEMBERS ABSENT: Marc Keezer (Lyndon Township) and Tom KcKernan (Sylvan Township).

STAFF PRESENT:

OTHERS PRESENT: Edwin GreenLeaf and Else Heller.

CALL TO ORDER: Chair Drolett called the meeting to order at 3:00 p.m.

CALL TO THE PUBLIC: None.

APPROVAL OF THE FEBRUARY 13, 2020 AGENDA: Motion by Hanifan, seconded by McKenzie, to move the 3:30 p.m. Interview right after the approval of the January minutes, and to approve the February 13, 2020 agenda as amended. All Ayes. Motion carried unanimously.

APPROVAL OF THE JANUARY 9, 2020 AND THE JANUARY 21, 2020 MEETING MINUTES:
Minutes not available.

3:30 P.M. – INTERVIEW WITH DON RATLIFF.

APPROVAL OF BILLS: Motion by Hanifan, seconded by McKenzie to approve the General Checking Account bills from 1/10/20 thru 2/13/20 in the amount of \$58,290.58, and the Soil Erosion Control Checking Account bills from 1/10/20 thru 2/13/20 in the amount of \$2,202.00, as presented on 2/13/20 summaries from MSK and Associates. All Ayes. Motion carried unanimously.

REPORT OF THE CHAIR: None.

REPORT OF THE TREASURER: None.

ADOPTION OF 2020 -2021 BUDGET: McKenzie discussed the proposed 2020-2021 budgets. Discussion followed.

Motion by Hanifan, seconded by McKenzie to adopt the 2020-2021 General Fund and Soil Erosion Control budgets as submitted by MSK and Associates summaries, dated February 12, 2020. All Ayes. Motion carried unanimously. (Copies attached).

DISCUSSION OF INTERNATIONAL OUTDOOR BILLBOARD: Letter received from, International Outdoor inquiring about a billboard in Lima Township on the CACA property. Discussion followed.

Motion by McKenzie, seconded by Hanifan, to contact International Outdoor and tell them CACA is not interested regarding a billboard and it cannot be allowed by Lima Township. All Ayes. Motion carried unanimously.

APPROVAL TO TRANSFER SOME GENERAL CHECKING FUNDS TO TIME CERTIFICATES: McKenzie discussed the possible transfer of General Checking funds to Time Certificates. Discussion followed.

Motion by Hanifan, seconded by Drolett, to direct the treasurer to move \$300,000.00 from General Checking to Time Certificates per investment policy. All Ayes. Motion carried unanimously.

4:15 P.M. – INTERVIEW WITH CARLETON WHITSETT

OTHER BUSINESS: Discussion followed regarding today's interviews.


Motion by McKenzie, seconded by Hanifan, to make an offer proposal to Don Ratliff as Building Official for the Chelsea Area Construction Agency, and direct the Chair to send him an offer letter regarding this as per conditions discussed. All Ayes. Motion carried unanimously.

CALL TO THE PUBLIC: None.

ADJOURNMENT: Motion by McKenzie, seconded by Hanifan to adjourn the meeting at 4:57 p.m. All Ayes. Motion carried unanimously.

Respectfully Submitted,

Else Heller
Recording Secretary


~~Tom McKernan~~ Kathleen E. Kennedy
CACA Board Secretary