

SPECIAL MEETING OF THE CHELSEA AREA CONSTRUCTION AGENCY BOARD
THURSDAY, MAY 14th, 2020, 3:00 P.M.
LOCATION: MEETING HELD VIA ZOOM DUE TO COVID19

BOARD MEMBERS PRESENT: Chair James Drolett (Dexter Township), John Hanifan (City of Chelsea), Treasurer Greg McKenzie (Lima Township), and Marc Keezer (Lyndon Township- Part time), Pam Byrnes (Lyndon Township), Kathy Kennedy (Sylvan Township)

BOARD MEMBERS ABSENT: Marc Keezer of Lyndon Township informed the board that he resigned from CACA board. The Lyndon Township board has appointed Pam Byrnes as CACA Board Representative. Keezer then left the meeting.

STAFF PRESENT: Devin Morgan

OTHERS PRESENT: None.

CALL TO ORDER: Chair Drolett called the meeting to order at 3:03 p.m.

CALL TO THE PUBLIC: None.

APPROVAL OF THE MAY 14th, 2020 AGENDA: Motion by Drolett, seconded by Hanifan, to approve the May 14th, 2020 agenda as amended with addition of: Approve Decker Agency Insurance Proposal. All Ayes. Motion carried unanimously.

APPROVAL OF THE JANUARY 9, 2020 AND THE JANUARY 21, 2020 MEETING MINUTES: Minutes not available from board secretary Tom McKernan as of yet.

APPROVAL OF MARCH 12, 2020 SPECIAL MEETING MINUTES: Motion by McKenzie, second by Hanifan, to approve March 12, 2020 Special Meeting Minutes as amended. Four Ayes, Byrnes abstained, motion carried.

APPROVAL OF BILLS: Motion by McKenzie, seconded by Hanifan, to approve the General Checking Account bills from 3/13/20 thru 5/12/20 in the amount of \$51,735.05, and the Soil Erosion Control Checking Account bills from 3/13/2030 through 5/12/2020 in the amount of \$4,214.00 as presented on 5/12/2020 summaries from MSK and Associates. All Ayes. Motion carried unanimously.

REPORT OF THE CHAIR: Drolett stated that two inspectors and two former employees filed for unemployment benefits. He returned the paperwork with a correction.

REPORT OF THE TREASURER: McKenzie reported regarding the CACA General budget and Soil Erosion Control Budget versus actual activities as distributed to the board. Opened two CD's Flag Star Bank- one 13 month and one 18 month- at 1%- \$150,000.00 each. Discussion followed.

APPROVAL OF DECKER INSURANCE PROPOSAL: Motion by Hanifan, seconded by McKenzie to approve Decker Agency insurance proposal invoice dated 3/21/2020 and authorize chair to sign, in the amount of \$7,020.00 including additional coverage. All Ayes. Motion Carried.

DISCUSSION OF BUILDING OFFICIAL POSITION: Discussion followed. Bruce Connell will be requested to be at the next meeting. Chair Drolett will discuss with Connell and re-advertise for Building Official position.

DISCUSSION OF INCREASE IN INSPECTION PAYMENTS FROM \$45.00 TO \$50.00: Discussion followed. Motion by McKenzie, seconded by Hanifan, to raise inspection payments to all inspectors from \$45 to \$50 per inspection. All Ayes. Motion carried unanimously.

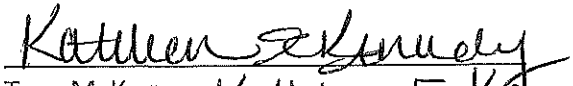
DISCUSSION OF COMPUTER COMPONENTS SYSTEM & SECURITY UPGRADES: Motion by Byrnes, seconded by Drolett to approve security upgrade, security camera installed in front for not to exceed \$500 installation fee. All Ayes. Motion carried unanimously.

CALL TO THE PUBLIC: None.

ADJOURNMENT: Motion by Kennedy, seconded by Byrnes to adjourn the meeting at 3:48 p.m. All Ayes. Motion carried unanimously.

Respectfully Submitted,

Devin Morgan
Recording Secretary


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