

MONTHLY MEETING OF THE CHELSEA AREA CONSTRUCTION AGENCY BOARD
THURSDAY, JULY 8TH, 2021, 3:00 P.M.
LOCATION: 12172 JACKSON ROAD
DEXTER, MI 48130

BOARD MEMBERS PRESENT: Chair James Drolett (Dexter Township), Julia Upfal (City of Chelsea), Greg McKenzie (Lima Township), Pam Byrnes (Lyndon Township)

BOARD MEMBERS ABSENT: Kathy Kennedy.

STAFF PRESENT: Devin Morgan.

OTHERS PRESENT: None.

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

CALL TO THE PUBLIC: None.

APPROVAL OF JULY 8th, 2021 MEETING AGENDA: Motion by Byrnes, seconded by Upfal, to approve July 8th, 2021 agenda. All Ayes. Motion carried unanimously.

APPROVAL OF JUNE 10th, 2021 MEETING MINUTES: Motion by Byrnes, seconded by McKenzie, to approve June 10th, minutes. All Ayes. Motion carried unanimously.

APPROVAL OF BILLS: Motion by Byrnes, seconded by Upfal, to approve the General Checking Account bills in amount of \$36,169.53 and the Soil Erosion Control Checking Account bills in amount of \$4,081.00 from 6/11/2021 through 7/8/2021 as presented on 7/7/2021 summaries from MSK and Associates. All Ayes. Motion carried unanimously.

REPORT OF THE CHAIR: Discussion followed. Consider combining sick and vacation time to PTO when updating CACA Personnel Manual.

REPORT OF THE TREASURER: Discussion followed. Received Budget Vs Actual reports from MSK and Associates.

DISCUSSION OF AMOUNT OF MONEY IN GENERAL CHECKING ACCOUNT: Discussion followed. Options of what to do with some of the general checking funds.

DISCUSSION OF PAY RAISES: Motion by Byrnes, seconded by Upfal, to increase Bruce Connell's pay to \$50.00 per hour and Devin Morgan's' salary to increase to \$67,650.00 per year. Both pay raises are effective July 11th, 2021. Beverly Buck's pay will increase to \$25.00 per hour effective 7/26/21. All Ayes. Motion carried unanimously.

DISCUSSION OF LEASES: Discussion followed. WAVE overpayment will be credited as a lump sum in next rent payment. Rural Reach lease is ending, McKenzie is working with them for possible renewal.

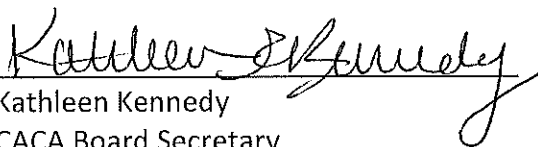
OTHER BUSINESS: Discussion about building official position ad.

CALL TO THE PUBLIC: None.

ADJOURNMENT: Motion by Byrnes, seconded by Upfal, to adjourn the meeting at 4:15 p.m. All Ayes. Motion carried unanimously.

Respectfully Submitted,

Devin Morgan
Recording Secretary


Kathleen Kennedy
CACA Board Secretary