

**CHARTER TOWNSHIP OF ORION BOARD OF TRUSTEES
MINUTES, REGULAR MEETING, MONDAY DECEMBER 19, 2022**

1. CALL TO ORDER. The Charter Township of Orion Board of Trustees held a regular meeting on Monday, December 19, 2022, at the Orion Township Municipal Complex Board Room, 2323 Joslyn Road, Lake Orion, MI 48360 at 7:03 p.m.

BOARD MEMBERS PRESENT: Chris Barnett, Donni Steele, Kim Urbanowski, Brian Birney, and Julia Dalrymple.

BOARD MEMBERS ABSENT: Mike Flood and Penny Shults with notice.

OTHERS PRESENT:

Matt Pfeiffer Dan Dewey Amy Jerry Sharon Martinez Scott Gabrie
Gary Roberts Joyce Donaldson

2. INVOCATION AND PLEDGE. Supervisor Chris Barnett gave the invocation. All rose for the Pledge of Allegiance led by Andrew Martinez.

3. PUBLIC HEARING. 2023 Budgets

4. PRESENTATION- Sanitary Sewer Study and CIP. A presentation was given by Jim Stevens to disclose the results of the Sanitary Sewer Metering Study 2022.

5. PROCLAMATION-Arbor Day. Chris Barnett, Supervisor of the Charter Township of Orion, proclaims April 29 to be known and celebrated as Arbor Day in Orion Township and do urge and encourages all residents to join in and celebrate Arbor Day and support efforts to protect our trees and woodlands. Furthermore, he urges all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

6. APPROVAL OF BILLS. Moved by Trustee Urbanowski, seconded by Treasurer Steele to authorize payment of bills in the amount of \$1,636,359.92 and payrolls of \$380,175.18 for a total disbursement of funds in the amount of \$2,016,535.10, as presented. AYES: Barnett, Steele, Birney, Dalrymple, Urbanowski. ABSENT: Flood and Shults NAY: None
MOTION CARRIED

7. PUBLIC COMMENT. Public comment was heard.

8. APPROVAL OF AGENDA. Supervisor Barnett added under pending 10B. Appointment of Treasury Consultant and 10C. Trustee Treasury Training & Transition. Moved by Treasurer Steele, seconded by Trustee Birney to approve agenda as amended.
AYES: Steele, Birney, Dalrymple, Urbanowski, Barnett. ABSENT: Floor and Shults. NAYS: None
MOTION CARRIED

**CHARTER TOWNSHIP OF ORION BOARD OF TRUSTEES
MINUTES, REGULAR MEETING, MONDAY DECEMBER 19, 2022**

9. CONSENT AGENDA.

A. Minutes - Regular Meeting, December 5, 2022. Approve as presented.

B. Minutes –Annual CDBG 2023 Application of Public Hearing-December 5, 2022.
Approve as presented.

C. Environmental Resources Committee Resignation. Accept with regret, the resignation of Michael DeLuca from the Environmental Sources Committee and direct the Supervisor to send a letter of appreciation; and authorize seeking a replacement.

D. Corridor Improvement Authority – 2023 Meeting Dates. Approve the 2023 meeting schedule for the Orion Township Corridor Improvement Authority Board as proposed.

E. Trustee Appointment Process. Appoint a subcommittee, as recommended, to review applications and interview candidates for the Township Trustee vacancy which will occur on December 20, 2022; and to provide candidate recommendation(s) for the Board's consideration, further review, and appointment on January 17, 2023, regular Board of Trustees meeting.

F. Update Job Description: Special Assistant to the Supervisor. Approve the job description updates and change the title from Special Assistant to Supervisor to Communications & Engagement Specialist.

G. Matured, Called and Purchases of Securities & Bonds for Water/Sewer and General Fund Accounts. Receive and file.

H. Promote Firefighter-Paramedic, Andrew Martinez, to the Rank of Lieutenant. Approve the promotion of Firefighter/Paramedic Andrew Martinez to the rank of Lieutenant effective December 20, 2022, at a Lieutenant starting rate of \$23.08 per hour.

I. 2023 Non-Union Salary Rates. Adopt the resolutions and approve the 2023 non-union pay rates, as presented.

J. Sanitary Sewer Metering Study 2022. Approve and receive the sanitary sewer metering study 2022 as presented.

K. Door Security System Software Protection. Approve the Agreement with Eagle Security Fire & Life Safety for the three-year software protection plan in the amount of \$12,651.00 dollars.

L. Award Bid – Planning & Zoning Consultant Services. Award the bid for Planning & Zoning Consultant Services to Carlisle Wortman Associates, effective January 1, 2023, and authorize the Township Supervisor to execute an agreement with Carlisle Wortman Representatives.

**CHARTER TOWNSHIP OF ORION BOARD OF TRUSTEES
MINUTES, REGULAR MEETING, MONDAY DECEMBER 19, 2022**

M. 2023 NO HAZ Participating Agreement & Resolution. Approve the 2023 NO HAZ Agreement, authorize the Supervisor/Clerk to sign, and appoint (name)_____ as Orion Township's Board Representative to the 2023 NO HAZ Consortium.

N. OCCCC 2023 Proposed Budget. Adopt the Township's portion of the Joint Resolution of the Village Council of the Village of Lake Orion and the Board of Trustees of the Charter Township of Orion, as presented, and direct the Clerk to forward a certified copy to the Village of Lake Orion and the OCCCC.

O. Update Organizational Chart. Approve the updated Orion Township Organizational Chart.

P. Boards, Commissions and Committee Appointments. Approve the appointments as presented.

Q. Fire Department: Standard of Cover/Customer-Centered Strategic Plan Analysis. Approve and authorize the fire department to enter into a service agreement with Emergency Services Consulting International (ESCI), located at 25030 SW Parkway Avenue Suite 330, Wilsonville, OR 97070 in the amount of \$62, 043.80, using a national cooperative bid specification, to complete a standard of cover and customer-centered strategic plan.

P. Year-end Budget Adjustments. Approve the recommended Budget Adjustments and direct the Accounting Controller or Budget & Procurement Director to make the Budget Adjustments based on the overbudget funds.

Approve the Consent Agenda. AYES: Birney, Dalrymple, Urbanowski, Barnett, Steel.
ABSENT: Flood and Shults NAYS: None. MOTION CARRIED

10. PENDING

A. Adopt 2023 Budget- Action After Hearing. Moved by Trustee Dalrymple, seconded by Trustee Urbanowski to approve the Resolution of the Charter Township of Orion adopting the budget and setting millage levy, a resolution to establish and define the adoption of the budgets. Levy millage, and make appropriations for the Fiscal Year 2023, thereby adopting the 2023 Budgets, as amended. AYES: Dalrymple, Urbanowski, Barnett, Steele, Birney.
ABSENT: Flood and Shults. NAYS: None MOTION CARRIED

**CHARTER TOWNSHIP OF ORION BOARD OF TRUSTEES
MINUTES, REGULAR MEETING, MONDAY DECEMBER 19, 2022**

B. Appointment of Treasury Consultant.

Moved by Trustee Birney, seconded by Trustee Urbanowski to recuse Treasurer Steele.
MOTION CARRIED

Moved by Trustee Dalrymple, seconded by Trustee Birney to approve the appointment of Donni Steele as Treasury Consultant, effective December 20 – December 31, 2022, with compensation not to exceed \$2,787.60. AYES: Urbanowski, Barnett, Birney, Dalrymple. RECUSE: Steele
ABSENT: Flood and Shults NAYS: None

C. Trustee Treasury Training & Transition.

Moved by Trustee Birney, seconded by Treasurer Steel to recuse Trustee Urbanowski.
MOTION CARRIED.

Moved by Trustee Dalrymple, seconded by Trustee Birney to approve Kim Urbanowski temporary, at-will, appointment to complete training and development hours with the incumbent Treasurer at a rate of \$22.30 per hour, for a total of 35 hours during the dates of December 5, 2022 – December 19, 2022. AYES: Steele, Birney, Dalrymple, Barnett RECUSE: Urbanowski
ABSENT: Flood and Shults NAYS: None

11. REPORTS

A. Police/Fire Reports. Moved by Trustee Birney, seconded by Trustee Urbanowski to receive and file the reports as presented. MOTION CARRIED

B. Financial Reports. Moved by Trustee Urbanowski, seconded by Birney to receive and file.
MOTION CARRIED

11. PUBLIC COMMENT. Public Comment was not heard.

12. BOARD MEMBER COMMENTS. Board member comments were heard.

13. ADJOURNMENT. Moved by Trustee Steele, seconded by Trustee Dalrymple to adjourn.
MOTION CARRIED. This meeting was adjourned at 8:28 p.m.

**CHARTER TOWNSHIP OF ORION BOARD OF TRUSTEES
MINUTES, REGULAR MEETING, MONDAY DECEMBER 19, 2022**

Transcription: Lynnae Smith

Penny S. Shults, Clerk
Charter Township of Orion

Chris Barnett, Supervisor