

QUARTERLY MEETING OF THE CHELSEA AREA CONSTRUCTION AGENCY BOARD
THURSDAY, MARCH 9th, 2023, 1 P.M.
LOCATION: 12172 JACKSON ROAD
DEXTER, MI 48130

BOARD MEMBERS PRESENT: David Rohr (Dexter Township), Duane Luick (Lima Township), Pam Byrnes (Lyndon Township), Adrianna Jordan (City of Chelsea).

BOARD MEMBERS ABSENT: Amanda Nimke (Sylvan Township).

STAFF PRESENT: Devin Morgan, Matt Forster

OTHERS PRESENT: Kevin Decker and Ryan Brown

CALL TO ORDER: Rohr called the meeting to order at 1:00 p.m.

CALL TO THE PUBLIC: None.

APPROVAL OF AGENDA: Motion by Luick, seconded by Jordan, to approve agenda with the amendment of 2023 date on meeting minutes and move agenda line item of Decker Annual Policy Renewal to be discussed after approval of minutes. All Ayes. Motion carried unanimously.

APPROVAL OF MINUTES: Motion by Jordan, seconded by Luick, to approve February 24th, 2023 meeting minutes. All Ayes. Motion carried unanimously.

DISCUSSION OF DECKER ANNUAL POLICY RENEWAL: Kevin Decker reviews policy details with board. Discussion follows.

Motion by Luick, seconded by Byrnes, to authorize building official to approve and sign renewal of Decker Annual Policy for 2023, not to exceed \$8,000. All Ayes. Motion carried unanimously.

APPROVAL OF BILLS: Motion by Luick, seconded by Nimke, to approve the General Checking Account bills in amount of \$168,671.02, the Soil Erosion Control Checking Account bills in amount of \$22,443.00 from 1/7/2023 through 3/3/2023 as presented on 3/3/2023 summaries from MSK and Associates. All Ayes. Motion carried unanimously.

REPORT OF THE CHAIR: Rohr states that he was not able to attend the last meeting due to illness but he is doing better now.

REPORT OF THE TREASURER: Luick states that he is continuing to look into getting the best rates for CD renewals.

REPORT OF BUILDING OFFICIAL: Forster states that the agency has processed approximately 389 permits in the last quarter. He states that the agency is rebranding and presents new logo. Forster discusses that WAVE plans to attend next board meeting with proposed vehicle charging stations and possible fence.

DISCUSSION/REVIEW OF ANNUAL 2023-2024 BUDGET: Discussion followed. Motion by Byrnes, seconded by Jordan, to increase budget line (middle column) by 8% for 2023/24 fiscal year. All Ayes. Motion carried unanimously.

DISCUSSION OF PAYROLL COMPANY: Motion by Luick, seconded by Jordan, to table to next regular board meeting. All Ayes. Motion carried unanimously.

DISCUSSION OF TECHNOLOGY UPGRADES: Discussion followed. Motion by Luick, seconded by Jordan, to approve contract for Lyons Technology Solutions IT services and Server Upgrade as presented to board. All Ayes. Motion carried unanimously.

APPROVAL OF ATTORNEY FEE AGREEMENT: Motion by Luick, seconded by Jordan, to approve Attorney Fee Agreement for Castleberry & Lucas Attorneys at Law. All Ayes. Motion carried unanimously.

APPROVAL OF LAWN CARE & LANDSCAPING MAINTENANCE CONTRACT: Motion by Luick, seconded by Jordan, to approve building official to hire and sign Lawn Care & Landscaping Maintenance Contract for 2023 season not to exceed \$10,000. All Ayes. Motion carried unanimously.

OTHER BUSINESS: None.

CALL TO THE PUBLIC: None.

ADJOURNMENT: Motion by Luick, seconded by Jordan, to adjourn the meeting at 2:55 p.m. All Ayes. Motion carried unanimously.

Respectfully Submitted,

Devin Morgan
Recording Secretary

A handwritten signature in black ink, appearing to read "Amanda Nimke", is written over a horizontal line.

Amanda Nimke
CACCA Board Secretary