



THOMAS TOWNSHIP  
REGULAR BOARD MEETING MINUTES  
8215 Shields Drive, Saginaw, MI 48609  
April 1, 2024  
7:00 p.m.

1. The Regular Board Meeting was called to order at 7:00 p.m. by Supervisor Weise.

2. PRESENT: Weise, Sommers, Monahan, Thayer, DeLine, Witt, McDonald  
ABSENT: None

ALSO PRESENT: Township Manager, Russ Taylor; Assistant Township Manager/Finance Director, Deidre Frolo; Deputy Clerk/Administrative Assistant, Connie Watt; DPW Director, Trevor Schultz; Community Development Director, Dan Sika; Parks & Recreation Director, John Corriveau; Nature Center Coordinator, Lynda Thayer; Fire Chief, Mike Cousins; Police Chief, Eric Cowles; Otto Brandt; Township Attorney and several interested parties.

3. The Pledge of Allegiance was recited.

4. Motion was made by Sommers, seconded by McDonald, to approve the amended agenda as presented.

THOMAS TOWNSHIP REGULAR BOARD MEETING  
8215 Shields Drive, Saginaw, MI 48609  
April 1, 2024 @ 7:00 p.m.

***AMENDED AGENDA***

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
  - A. Approve the March 4, 2024, Regular Board Minutes.
  - B. Approval of the Expenditures.
  - C. Approve the promotion of Aleigha Crowl to Finance Director.
  - D. Approve the promotion of Nicole Schulte to Treasurer's Assistant.
  - ~~E. Approve Lead Project Manager Job Description.~~
  - F. Approve Deidre Frolo's contract as Township Manager.
  - G. Approve hiring Brian Beekman as a probationary, paid on-call firefighter with contingencies.
  - H. Approve the Encroachment Agreement with Saginaw County Public Works (SCPW) for installation of watermain on North Orr Road.
  - ~~I. Approve the addendum to the Township Manager's contract.~~
  - ~~J. Approve the Memorandum of Understanding with the POAM.~~
  - K. Approve the hiring of Meghan Prinz as probationary, full-time Utility Billing Clerk.
  - L. Approve the hiring of Chris Cousins as probationary, part-time DPW Administrative Assistant.
6. Communications-Petitions-Citizen Comments

**It is requested that you state your name and address for the record.**

- 7. Public Hearing
  - A. None
- 8. Unfinished Business
  - A. None
- 9. New Business
  - A. Approve Resolution 24-05, the Investment/Withdrawal Authorization Resolution for the Fiscal Year 2024/25.
  - B. Approve the estimate by Servinski Sod Service for seed work at the Thomas Township Nature Preserve in the amount of \$29,722.50.
  - C. Approve the Franchise Agreement with Lake Net Fiber.
  - D. Approve the agreement with Spicer Engineering for services to support updating our GIS layers and assist with submitting “Complete Distribution Service Materials Inventory” (CDSMI) to the State of Michigan for \$15,000.00.
  - E. Approve the purchase of a truck for the DPW Director from McDonald Ford in the amount of \$51,308.00.
  - F. Approve the proposed revisions to the Thomas Township Water and Sewer Ordinance.
  - G. Approve the Project Funding Agreement with Corning, Inc.
  - H. Approve the Collateral Agreement with Bank of America pertaining to the Corning Plant on North Orr Road.
  - I. Approve the Gratiot Road Booster Station Agreement with the City of Saginaw to upgrade and increase capacity.
  - J. Approve Easement Acquisitions to support Project Phoenix Water and Sewer System Improvements.
  - K. Approval of the purchase of display cases and touch tables for the Nature Center from Woodland Creek for \$16,288.00.
  - L. Award the bid from Wobig Construction in the amount of \$17,771.00 for construction of a concrete pad at the Roberts Park Farmer’s Market pavilion.
  - M. Approve Lead Project Manager Job Description.
  - N. Approve the addendum to the Township Manager’s Contract.
  - O. Approve the Memorandum of Understanding with the POAM.

- 10. Reports

A. Supervisor	E. Community Development	I. Police Dept
B. Clerk	F. DPW	J. Parks & Recreation
C. Treasurer	G. Finance	K. Nature Center
D. Manager	H. Fire Dept.	L. Board Members

- 11. Executive Session
  - A. None
- 12. Adjournment

5. Motion was made by Witt, seconded by Sommers, to approve the Consent Agenda with the removal of items “E”, “I” and “J” which will be added onto “New Business”. and taken up at that time. Motion carried unanimously.

A.	Approval of the Board Minutes from the March 4, 2024 regular meeting.	
B.	Expenditures consisting of: \$8,521,157.77	
	Clearing Fund	\$3,107.35
	General Fund	\$1,496,848.73
	Public Safety-Fire Department	\$38,160.12
	Fire Apparatus	\$20,143.14
	Public Safety-Police Department	\$38,712.71
	Public Safety-Drug Law Enforcement	\$0.00
	Downtown Development Authority	\$20,016.01
	Revolving Road Fund	\$0.00
	Sewer Fund	\$448,386.78
	Sewer Improvements Grant Fund	\$1,084,830.67
	Water Fund	\$535,217.32
	Municipal Refuse	\$162,373.77
	Technology Fund	\$3,396.78
	Tax	\$4,672,964.39

- C. Approved the promotion of Aleigha Crowl to Finance Director.
  - D. Approved the promotion of Nicole Schulte to Treasurer's Assistant.
  - F. Approved Deidre Frollo's contract as Township Manager.
  - G. Approved the hiring of Brian Beekman as a probationary, paid on-call Firefighter with contingencies.
  - H. Approved the Encroachment Agreement with Saginaw County Public Works (SCPW) for installation of watermain on North Orr Road.
  - K. Approved the hiring of Meghan Prinz as probationary, full-time Utility Billing Clerk.
  - L. Approved the hiring of Chris Cousins as probationary, part-time DPW Administrative Assistant,
6. Communications-Petitions-Citizen Comments
- A. Terrie Chronowski from Yeo & Yeo presented a check for the Community Park Playground in the amount of \$5,000.00 to the Parks Department.
7. Public Hearing
- A. None.
8. Unfinished Business
- A. None.
9. New Business
- A. It was moved by Witt, seconded by DeLine, to approve Resolution 24-05, the Investment/Withdrawal Authorization for the Fiscal Year 2024/25.  
Roll Call:  
Ayes: Monahan, DeLine, Witt, Weise, McDonald, Thayer, Sommers  
Nays: None  
Abstain: None  
Absent: None  
Resolution was adopted.
  - B. It was moved by Sommers, seconded by McDonald, to approve the estimate by Servinski Sod Service for seed work at the Thomas Township Nature Preserve in the amount of \$29,722.50. Motion carried unanimously.
  - C. It was moved by Thayer, seconded by Witt, to approve the Franchise Agreement with LakeNet Fiber. Motion carried unanimously.
  - D. It was moved by Witt, seconded by McDonald, to approve the agreement with Spicer Engineering for services to support updating our GIS layers and assist with submitting "Complete Distribution Service Materials Inventory" (CDSMI) to the State of Michigan for up to \$15,000.00. Motion carried unanimously.
  - E. It was moved by Witt, seconded by Monahan, to approve the purchase of a truck for the DPW Director from McDonald Ford in the amount of \$51,308.00. Motion carried unanimously.
  - F. It was moved by Sommers, seconded by Thayer, to approve the proposed revisions to the Thomas Township Water and Sewer Ordinance. Motion carried unanimously.
  - G. It was moved by McDonald, seconded by DeLine, to approve the Project Funding Agreement with Corning, Inc. Motion carried unanimously.
  - H. It was moved by Thayer, seconded by Monahan, to approve the Collateral Agreement with Bank of America pertaining to the Corning Plant on North Orr Road. Motion carried unanimously.
  - I. It was moved by Sommers, seconded by Witt, to approve the Gratiot Road Booster Agreement with the City of Saginaw to upgrade and increase capacity. Motion carried unanimously.

- J. It was moved by Witt, seconded by DeLine, to approve the Easement Acquisitions to support Project Phoenix Water and Sewer System Improvements. Motion carried unanimously.
  - K. It was moved by Monahan, seconded by McDonald, to approve the purchase of display cases and touch tables for the Nature Center from Woodland Creek for \$16,288.00. Motion carried unanimously.
  - L. It was moved by Sommers, seconded by DeLine, to award the bid from Wobig Construction in the amount of \$17,771.00 for construction of a concrete pad at Roberts Park Farmer's Market pavilion. Motion carried unanimously.
  - M. It was moved by Witt, seconded by Monahan, to approve the Lead Project Manager Job Description with the change of "under the direction of the Director of Public Works" in the first paragraph to "under the direction of the Township Manager". Motion carried unanimously.
  - N. It was moved by Thayer, seconded by Monahan, to approve the addendum to the Township Manager's contract as presented.  
Roll Call:  
Ayes: Thayer, Sommers, Monahan, DeLine, Weise, McDonald  
Nays: Witt  
Abstain: None  
Absent: None  
Motion passed.
  - O. It was moved by Sommers, seconded by DeLine, to approve the Memorandum of Understanding with the POAM as presented. Motion carried unanimously.
10. Report of Officers and Staff:
- A. Supervisor's Report – None.
  - B. Clerk's Report – Thank you to Andrew Bicigo for getting all of the Business Licensing done.
  - C. Treasurer's Report – Thank you to Deidre.
  - D. Manager's Report – No asbestos was found in the existing building, Pine tree are going to be removed in the playground area. Last meeting as Manager. A lot has been accomplished over the years. Thank you to a superior Board.
  - E. Receive and file Community Development Reports.
  - F. Receive and file the DPW Report.
  - G. Receive and file the Finance Department Report. Taxes have been wrapped up. Thank you to Russ for all of your years of service and all you have done for the Community. Anxious to see what the future holds for you in your new job.
  - H. Receive and file the Fire Department Report. On 4/15, the MCI Drill will be taking place at the Swan Valley High School along with Fire Academy Graduation. Would also like to extend a thank you to Russ for guiding us so well for the past 23 years.
  - I. Receive and file the Police Department Report. Holy Cross numbers are down to zero. Devon is doing very well in the Academy.
  - J. Receive and file the Parks and Recreation Report. Working on Spring sports and getting preparations made for Summer. Thank you to Russ, who truly cares about the Parks.
  - K. Receive and file the Nature Center report. Thank you to Russ for caring about the Nature Center.
  - L. Board Member Reports – Sommers also extended a thank you to Russ.

11. Executive Session:
  - A. None.
12. It was moved by Sommers, seconded by DeLine, to adjourn the meeting at 7:47 p.m.  
Motion carried unanimously.

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Michael Thayer, Clerk

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Dated