

CHARTER TOWNSHIP OF BREITUNG

Superintendent Report

May 26th, 2020

Community:

- The weekly County COVID-19 task force / municipal meeting was held Monday May 18th. To date, Dickinson County had 523 persons tested for the virus: 507 negative, 5 positive and 11 pending. Discussion was held on the 6-phase plan issued by the Governor and updated that Verso was conducting a through process to vet the contractors daily.
- Wed May 20th a manager meeting was called with the Health Department and Prosecutor to discuss the May 22nd relaxing of the Executive order for region 8 (the U.P.). Main points were that restaurant and retail could open under certain conditions (50% capacity, maintain social distance, wear masks until at the table). Violations are to be reported to the respective law enforcement department and follow up will be through the Health Department. It was recommended that all Municipalities keep parks as the current status of walk through, and maintain social distancing, but to keep the equipment closed for use, and due to the lack of fogging devices to disinfect bathrooms they will be kept closed. The new order calls for no gatherings of 10 or more which also must maintain social distancing (masks still required in enclosed public spaces).
 - Some discussion of possible hybrid public meetings where the board could meet at a location, but the public would attend over the phone.
- I will be meeting with Pete Schlit of Emergency Preparedness on Tuesday the 26th and will getting some PPE (masks etc.) for the Township.
- I will also be meeting with an office supply vendor Tuesday to look at plexiglass shielding at the public counter, and some options to contain public access / traffic. Office safety measures will be distributed and posted on our website, following OSHA publication 3990-03 2020. Office work is still restricted to only what can not be done remotely until May 28th, pending any other extension of the order by the Governor before then.
- The 4th of July and Memorial Day parades are canceled this year. A radio event will be held in lieu of the parades.
- The Census will resume next week for those who normally do not get mail delivered to the physical address (P.O. Boxes or other). Workers will be going door to door. They have notified local law enforcement and will make a public announcement.

Planning and Zoning:

- Following up on last years permits / development projects.
 - There has been a rush of permit applications since the 7th when construction was allowed
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Assessing Update:

- Mike has returned home from his appointment down state, and it sounds like everything has gone well so far.
- Our current AMAR review by the Treasury department is a follow up from the January 14th 2019 seven point action plan that Mike had submitted. Mike will be submitting documents and a copy of our Database showing the work that has been done in those areas. The AMAR review will be postponed to 2021.

Personnel:

- The Personnel Policy Manual has been distributed to full and part time Township Employees, and they have signed the required acknowledgement that they received a copy and understand the content.
- Fire Department Personnel will have copies of the Manual at their respective stations for distribution, along with the acknowledgment form. The problem solving and chain of command portion had been distributed in April.
- The written and practical exams for Firefighter II is scheduled for May 28th and 30th following the Michigan Fire Fighters Training Council Guidelines Under Executive Order 2020-77

Additional:

- The Management Representation Letter for this year's audit has been signed and returned to the auditors. We should receive copies of the completed audit any day. I spoke with them last week, and all went well. Once we get copies and it is reviewed, I will be submitting a budget amendment for the revenue we received earlier this year which was not factored into the adopted budget.
- In regard to the Bike Month Resolution the Board supported for the Month of May; the "Bike to Work Week" has been designated for September 21-25, 2020 and Bike to Work Day as September 25th 2020.

Respectfully Submitted,

Steve Mulka
Superintendent
Charter Township of Breitung
