

Construction Code Authority  
Board of Directors  
Regular Meeting  
May 25, 2022

A regular meeting of the Board of Directors of the Construction Code Authority was held on Wednesday, May 25, 2022 at 1075 Suncrest Dr., Lapeer, MI 48446.

Board Members Present: Cischke, Boskee, Jarvis, Robinet and Ochadleus.

Board Members Absent: None.

Others Present: Ernie Monroe, Hadley Twsp. and Lonnie Hayes, Building Official.

Vice-Chairman Cischke called the meeting to order at 9:00 a.m.

**Agenda**

**22-20** Motion by Cischke, seconded by Robinet to approve the agenda with the addition of Lawn to new business. All ayes.

**Motion Carried.**

**Minutes**

**22-21** Motion by Robinet, seconded by Ochadleus to approve the April 27, 2022 regular meeting. All ayes.

**Motion Carried.**

**Public Time**

Monroe asked about the heat and a/c controls for our building. Hayes noted our staff has the controls.

Jarvis spoke on a phone call he received from a contractor.

**Correspondence**

Hayes presented a letter for CCA attorney Garner regarding having the closed session meeting proposed in motion 21-16 of the April 2022 meeting. The attorney stated this would not be allowed under the Open Meetings Act.

**Code Official Report/Financial Secretary Report.**

Discussion on inspections.

**Payment of Bills**

**22-22 April 30, 2022 Bills**

Motion by Cischke, seconded by Robinet to pay the April 30, 2022 bills in the amount of \$39,396.85 with an attached copy of the bills with the minutes.

**Motion Carried** with a roll call: Cischke, yes; Boskee, yes; Jarvis, yes; Robinet, yes; and Ochadleus, yes.

## **Unfinished Business**

### **Personnel Committee**

Personnel Committee met May 25, 2022 to discuss benefits and issues and presented the following proposals to the Board:

1. Provide \$125.00 per month in lieu of health insurance to each employee not receiving CCA health insurance coverage.
2. Increase each employee's hourly rate by 8%.
  - a. Nikki and Sheri to increase to \$20.60 per hour.
  - b. Inspectors and Melanie to increase to \$16.25 per hour.
  - c. Building Official to increase to \$27.10 per hour.
3. Add an additional 5 days of vacation to a total of 20 days for employees with 20 plus years of service.
4. Increase Director's Administrative Base by 8% to \$216.00 per week.

Motion by Boskee, seconded by Ochadleus to accept the proposed benefits and raises to be effective July 1, 2022. All ayes.

**Motion Carried.**

### **Dr. Nounou**

Waiting on architect for final drawings.

### **Insurance proposal(s).**

Boskee and Hayes are meeting with an agent today at 10:00 a.m..

## **New Business**

**22-23 Phone Quote.** Motion by Ochadleus, seconded by Robinet to get phones for the inspectors at a cost not to exceed \$175.00 per month. All ayes.

**Motion Carried.**

**Proposed 2022 – 2023 Budget.** Hayes presented the Board with a preliminary proposed budget. The final proposed budget will be ready for the June 22<sup>nd</sup> Annual Meeting.

**22-24 Lawn.** Motion by Jarvis, seconded by Cischke to have the lawn sprayed twice this year at a cost of \$150.00. All ayes.

**Motion Carried.**

### **Public Time.**

None.

### **Adjournment:**

Meeting declared adjourned at 10:00 a.m.

Next Board Meeting: June 22, 2022 at 6:30 p.m. with the Annual Meeting to follow at 7:00 p.m.

I, the undersigned secretary of the Construction Code Authority, hereby certify that the above is an accurate account of the actions taken at a meeting duly held by the Board of Directors.

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Thomas M Robinet, Secretary

Date