



## Leroy Township

### BOARD OF TRUSTEE MEETING December 15, 2022

**Called to order at 9:30 a.m.**

**Present:** Supervisor Laveta Hardish, Clerk Nicole Hardish, and Trustee Michael VanHouten.

**Excused:** Treasurer Mark Christoff & Trustee Jon Bolton.

*A motion to approve meeting agenda was made by Trustee VanHouten and supported by Clerk Hardish. Motion carried unanimously.*

**Guests:** None

**Citizens:** 2

#### **Consent Agenda:**

*A motion to approve as written, with the removal of item 7d-V, including the approval of the November 17, 2022 Regular Board Meeting Minutes, December financial report, post-approve payments of the November 2022 bills in the amount of \$35,027.79, and place all departmental reports on file was made by Clerk Hardish and supported by Trustee VanHouten. Motion carried unanimously.*

**Open Business:** None

#### **New Business:**

*A motion to post-approve payment for 2022 winter tax bill mailing invoice from Allegra of Battle Creek in the amount of \$1,160.50 made by Trustee VanHouten and supported by Supervisor Hardish. Motion carried unanimously.*

*A motion to post-approve payment for the November 8<sup>th</sup> tabulator coding & ballot testing for all 3 precincts invoice from ElectionSource in the amount of \$1,615 made by Clerk Hardish and supported by Trustee VanHouten. Motion carried unanimously.*

*A motion to post-approve payment for SCBA testing & repair invoice from MacQueen Equipment in the amount of \$1,740 made by Trustee VanHouten and supported by Clerk Hardish. This test is done annually to assure the proper fitting and sealing of each fire fighter's oxygen mask. Motion carried unanimously.*

*A motion to post-approve payment for our annual website hosting & maintenance invoice from Shumaker Technology Group in the amount of \$3,000 made by Clerk Hardish and supported by*

*Trustee VanHouten. This invoice includes the creation of our Township's new website design which we are very pleased with. Motion carried unanimously.*

*A motion to post-approve payment for truck repair invoice from Dependable Fire Apparatus in the amount of \$2,087.28 made by Trustee VanHouten and supported by Clerk Hardish. This job was to repair and replace valves on three of our department's fire trucks. Motion carried unanimously.*

*A motion to approve payment for the balance of 2022 road projects invoice from Calhoun County Road Department in the amount of \$195,798.80 made by Trustee VanHouten and supported by Clerk Hardish. There will most likely be one last bill coming for the chip & fog seal of 4 Mile Road from D Drive South to B Drive S, which should be less than \$15,000. The overall total of the road improvements came in at \$94,867 less than estimated in the contracts that we signed. Supervisor Hardish did mention that, in preparation for next year's improvements, the Road Department has offered their suggested 5-year plan. We will discuss it further at the upcoming Budget Workshop. Motion carried unanimously.*

*A motion to approve the signing & payment of the annual codification term of agreement invoice from CivicPlus (aka Municade) in the amount of \$950 made by Trustee VanHouten and supported by Clerk Hardish. Supervisor Hardish will sign and mail the agreement back to our CivicPlus representative. Motion carried unanimously.*

*A motion to adopt the policy & procedure for public inspection and copying of the Assessor's public records Resolution 2022-12-01 made by Clerk Hardish and supported by Trustee VanHouten. This resolution is a requirement from the Department of Treasury which we feel is above & beyond normal FOIA procedures. The Assessing office is also required to have this resolution posted on the Township website. Unanimous roll call vote. Motion carried.*

*A motion to adopt the travel reimbursement amendment to our policy & procedure manual Resolution 2022-12-02 made by Trustee VanHouten and supported by Clerk Hardish. This resolution raises the amount of food per diem that will be reimbursable from the current rate of \$40/day to \$55/day. Supervisor Hardish stated that this increase coincides with the current rise in cost of living. Unanimous roll call vote. Motion carried.*

*A motion to adopt Resolution 2022-11-02 to approve the destruction of personal property statements was made by Trustee VanHouten and supported by Trustee Bolton. By adopting this resolution, the Board is allowing the Township Assessor to destroy personal property statements of those properties without delinquent taxes for the year 2019 and prior. Unanimous roll call vote. Motion carried.*

*A motion to approve the signing of Midwest Energy & Communications METRO Act permit made by Trustee VanHouten and supported by Clerk Hardish. Supervisor Hardish will sign and mail the agreement back to their representative. This Act does not mean the company will be bringing high speed internet through our area but only that we are within their possible work area map and they are doing their due diligence by submitting permits with the surrounding jurisdictions. Motion carried unanimously.*

*A motion to approve, with no conditions, the operation of a dog grooming business at 800 K Drive S (Will Hunt & Baylie Harvey) as presented by the Planning Commission made by Trustee VanHouten and supported by Clerk Hardish. The owners only plan to have a very small number of dogs coming*

*into their shop and being open only a few days a week. Upon approval Clerk Hardish will send a letter to the property owners. Unanimous roll call vote. Motion carried.*

*A motion to approve the recommendation of the Supervisor for the re-appointment of Philip VanVranken and Mark Christoff to serve 3-year terms on the Planning Commission from Jan. 01, 2023 – Dec. 31, 2025, made by Trustee VanHouten and supported by Clerk Hardish. Unanimous roll call vote. Motion carried.*

*A motion to approve the recommendation of the Supervisor for the re-appointment of alternate Benjamin Belote to serve 3-year terms on the Zoning Board of Appeals from Jan. 01, 2023 – Dec. 31, 2025, made by Trustee VanHouten and supported by Clerk Hardish. Unanimous roll call vote. Motion carried.*

*A motion to approve the recommendation of the Supervisor for the re-appointment of Dale Dittmer, Anson Hibbard, Mike Wood, alternate Deborah Buford and alternate Robert Frantz to serve 2-yr terms on the Board of Review from Jan. 01, 2023 – Dec. 31, 2024, made by Trustee VanHouten and supported by Clerk Hardish. Unanimous roll call vote. Motion carried.*

*Discussion was had to set up-coming dates for budget workshops to work on our 2023-24 budget. The Board will hold its next Budget Workshop on Jan. 11<sup>th</sup> at 10 a.m. in the Township Office.*

**Citizen Comments:**

*Resident made comment that he thought the work done on H Drive S was not done fully and would have liked to see it all repaired the same way the whole extent of the road.*

*Resident pointed out that the Road Department was doing canopy work on 2 ½ Mile Road.*

**Board Comments:**

*Supervisor Hardish provided an aerial map to the Board Members to show where the new Dispatch tower would be erected on a property adjacent to the Sonoma Elementary property on B Drive S.*

**Next Board meeting is set for January 17<sup>th</sup> at 9:30 a.m. Meeting adjourned at 10:05 a.m.**

**Respectfully, Clerk Nicole Hardish**