



Leroy Township

BOARD OF TRUSTEE MEETING

January 19, 2023

Called to order at 9:30 a.m.

Present: Supervisor Laveta Hardish, Treasurer Mark Christoff, Clerk Nicole Hardish, and Trustee Michael VanHouten. **Excused:** Trustee Jon Bolton.

A motion to approve meeting agenda, with the addition of items 9I & 9J, was made by Treasurer Christoff and supported by Trustee VanHouten. Motion carried unanimously.

Guests: None

Citizens: 2

Consent Agenda:

A motion to approve as written, including the approval of the December 15, 2022 Regular Board Meeting Minutes, the 4th quarter budget report, January financial report, corrected Sept-Nov-Dec financial reports, post-approve payments of the December 2022 bills in the amount of \$61,414.52, and place all departmental reports on file was made by Clerk Hardish and supported by Treasurer Christoff. Motion carried unanimously.

Open Business: None

New Business:

A motion to approve the recommendation of the Supervisor for the appointment of Randy Lang to serve the remainder of Doug Chapman's 3-year term on the Planning Commission from Jan. 19, 2023 – Dec. 31, 2023, made by Treasurer Christoff and supported by Trustee VanHouten. Mr. Chapman has decided to retire and asked to step down as a member. Unanimous roll call vote of all board members present. Motion carried.

A motion to approve the recommendation of the Supervisor for the appointment of Benjamin Belote to serve the remainder of his 3-year terms as a member and appoint alternate Mike Wood on the Zoning Board of Appeals from Jan. 19, 2023 – Dec. 31, 2025, made by Trustee VanHouten and supported by Clerk Hardish. Mr. Belote is being made a voting member to fill in the vacancy left by Randy Lang's move to the planning commission and Mr. Wood is filling the gap left by Ben Belote's move to a member position. Unanimous roll call vote of all board members present. Motion carried.

A motion to accept the proposed 2023 summer school tax collection cost in the amount of \$12,425 was made by Treasurer Christoff and supported by Trustee VanHouten. Since Harper Creek Schools and CISD prefer to collect their taxes in the summer months instead of the winter the incurred cost to the Township is invoiced out to their organizations. Harper Creek Community Schools is responsible for \$7,206.51 and CISD will pay the balance in the amount of \$1,076.83. Motion carried unanimously.

A motion to post-approve payment for local road improvement invoices from Calhoun County Road Department in the amount of \$349,044.24 made by Clerk Hardish and supported by Trustee VanHouten. It was brought to the Board's attention that Lakeland Asphalt had not yet invoiced the Road Department which is why the cost is significantly more than what was discussed at the December 2022 Board meeting. Motion carried unanimously.

Discussion was had regarding the repairs needing to be made to the Edgebrook Pump Station O-2 located within the City of Battle Creek, near Riverside Drive. This pump station services portions of the City, Emmett Township and Glenmoor Village in Leroy Township. As a result, each municipality will be responsible for their portion of the improvement costs. Since these improvements only benefit the residents of Glenmoor Village a special assessment district will be establish to cover the cost. Leroy's portion will be roughly \$640,900 divided between the 150 lots in the trailer park. Supervisor Hardish said she would provide updates as they come in.

A motion to post-approve payment for workman's compensation insurance renewal invoice from Liberty Mutual in the amount of \$3,974 made by Trustee VanHouten and supported by Treasurer Christoff. Clerk Hardish will begin the process of doing an internal audit of contractor wages to be submitted to the insurance company. Motion carried unanimously.

A motion to post-approve payment for the purchase and set-up of a new computer for the Zoning Administrator invoice from VC3, Inc. in the amount of \$1,194.40 made by Clerk Hardish and supported by Treasurer Hardish. Motion carried unanimously.

A motion to accept the engagement letter from Siegfried Crandall for the 2023 year-end annual audit made by Clerk Hardish and supported by Trustee VanHouten. Their fee for the audit will now be \$7,200. The audit will be scheduled for June 21-22, 2023. Motion carried unanimously.

A motion to approve the signing of a waste collection service agreement with Granger Waste Services for the conduct of the Spring & Fall Dumpster Day events made by Clerk Hardish and supported by Trustee VanHouten. Supervisor Hardish will sign and mail the agreement back to their representative. This also locks in the Dumpster Day dates. Motion carried unanimously.

A motion to approve the signing of a revised terms of agreement contract with Complete Accounting & Tax Services for the continuation of payroll processing made by Clerk Hardish and supported by Trustee VanHouten. Supervisor Hardish will sign and mail the agreement back to their representative. The revision includes a monthly cost increase from \$60 to \$100. Motion carried unanimously.

Citizen Comments: None

Board Comments: None

Next Board meeting is set for February 16th at 9:30 a.m. Meeting adjourned at 10:00 a.m.

Respectfully, Clerk Nicole Hardish