



## Leroy Township

### BOARD OF TRUSTEE MEETING

March 16, 2023

**Called to order at 9:31 a.m.**

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

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

**Guests:** None

**Citizens:** 2

#### **Consent Agenda:**

A motion to approve as written, including the approval of the February 16, 2023 Regular Board Meeting Minutes, the 4<sup>th</sup> quarter budget report, March financial report, post-approve payments of the February bills in the amount of \$66,429.39, and place all departmental reports on file was made by Trustee Bolton and supported by Treasurer Christoff. Motion carried unanimously.

**Supervisor recessed meeting at 9:35 a.m. and called to order the Public Budget Hearing.**

**Supervisor Laveta mentioned that the total revenue & appropriations for the 101 General Fund looks high because it reflects our 2023 road projects (which takes into account the \$390,000 ARPA funds). She also mentioned the total revenue & appropriations for the 216 Public Work Millage Fund is a combination of the operation fees for the three departments (Fire Department, Cemeteries, & Parks) and the overage is being set aside to help with future projects. She noted that the expenses and revenues for the two funds is balanced at \$1,448,470.34. Questions were addressed and public hearing was closed at 9:39 a.m.**

**Regular board meeting was reconvened.**

#### **Open Business:**

The Edgebrook Pump Station improvement bids came in and were much higher than was anticipated or budgeted for. After reevaluating on their end, the City of Battle Creek could cut any further costs so the repairs for the station will be \$5.5 million being paid for by the City of Battle Creek, Leroy Township and Emmett Charter Township. Supervisor Hardish is meeting with City Officials later this

month and that will likely kickstart the beginning of a Special District Assessment for Glenmoor Village residents.

**New Business:**

*A motion to post-approve payment for the February services invoice from Consumers Energy in the amount of \$1,126.71 made by Clerk Hardish and supported by Trustee Bolton. Motion carried unanimously.*

*The Board members were given notice that the Chief Administrator Officer ((Supervisor Hardish) and Fiscal Officer (Clerk Hardish) made a budget adjustment to the 2022-23 budget to cover expenditure overage to the Elections Department budget. No action required.*

*A motion to allow Supervisor Hardish to sign an agreement with MCSA Group to write up a 5 year Parks & Recreation Master Plan (\$7,500) and a Graham Lake Boat Launch Master Plan (\$6,000) made by Trustee Bolton and supported by Trustee VanHouten. By having these master plans in place Leroy Township will be eligible to receive DNR Grants, eff. January 2024. It was decided that the Township would use the funds we receive from the Calhoun County Parks Millage to cover the cost. Motion carried unanimously.*

*A motion to adopt the Semco Energy Company Franchise Ordinance 2023-03-01 made by Trustee Bolton and supported by Trustee VanHouten. With its adoption, the Board allows Supervisor Hardish to sign the agreement with Semco Energy and allow Clerk Hardish to public the Ordinance in the BC Shopper and add it to the Township's Code of Ordinances Book. This agreement protects Leroy Township and holds us harmless for any work done within our borders by Semco Energy. Motion carried unanimously.*

*A motion to accept bid from HVE Exteriors for window treatment and vinyl siding replacement on the Township Office building made by Trustee VanHouten and supported by Treasurer Christoff. Motion carried unanimously.*

*A motion to adopt the General Appropriations Act Resolution 2023-03-01, to define the powers and duties of the Leroy Township officers in relation to the administration of the budget (Supervisor as the Chief Admin. Officer and Clerk as the Fiscal Officer); to provide remedies for refusal or neglect to comply with the requirements of this resolution; to establish the Township general fund revenues for fiscal year 2023-24 to be \$1,448,470.34; to levy and collect general property tax on real and personal property upon the current tax roll in an amount equal to 2.2364 mills, made by Clerk Hardish and supported by Trustee Bolton. Unanimous roll call vote of all board members present. Motion carried.*

*A motion to adopt the Salary & Wages Resolution 2023-03-02, establishing the 2023-24 salary & wage amounts for Township officials and employees, made by Treasurer Christoff and supported by Clerk Hardish. Unanimous roll call vote of all board members present. Motion carried.*

*A motion to approve the Planning & Zoning Fee Schedule cost increase made by Trustee VanHouten and supported by Treasurer Christoff. The Township has not raised these prices in many years and is not discovering that the costs to the Township are no longer being covered by the fees charged. Board Members discussed why there was a \$200 increase to the Conditional Use Permits & Site Plan Reviews. Supervisor Hardish asked for the item to be tabled until next month's meeting so she could present supporting paperwork to Board Members explaining the increase. Motion is tabled.*

*A motion to approve the use of Township ARPA Funds to pay for the 2023 Road Proposal projects and save the budgeted general fund monies for future road projects, made by Trustee Bolton and supported by Trustee VanHouten. Discussed the proposed projects and costs. Supervisor Hardish shared that Calhoun County Road Department accepted our proposal for work to be done on 4 Mile Road (from D DR S to H DR S) and 5 Mile Road (from I DR S to K DR S). The Road Department did not accept our request for work to be done on 1 ½ Mile Road because they could not find the matching funds in their budget. Motion carried unanimously.*

*A motion to approve the 2023-24 Bank Depositories presented by the Treasurer, made by Trustee Bolton and supported by Trustee VanHouten. Motion carried unanimously.*

*A motion to approve the hiring of Crystal Childs as the new general township facility cleaner, made by Trustee Bolton and supported by Treasurer Christoff. Motion carried unanimously.*

**Citizen Comments:** None

**Board Comments:** None

**Next Board meeting is set for April 13<sup>th</sup> at 9:30 a.m. Meeting adjourned at 10:50 a.m.**

**Respectfully, Clerk Nicole Hardish**