



## Leroy Township

### BOARD OF TRUSTEE MEETING

February 15, 2024

**Called to order at 9:32 a.m.**

**Present:** Supervisor Laveta Hardish, Clerk Nicole Hardish, Treasurer Mark Christoff, & Trustee Michael VanHouten.

**Absent:** Trustee Jon Bolton

*A motion to approve the meeting agenda, with the correction of item 9k, was made by Trustee VanHouten and supported by Treasurer Christoff. Motion carried unanimously.*

**Guests:** 0

**Citizens:** 0

#### **Consent Agenda:**

*A motion to approve as written, including the approval of the January 18, 2024 Regular Board Meeting Minutes, the January 26, 2024 Dangerous Building Hearing Decisions, 4<sup>th</sup> Quarter Budget Report, the February 2024 Financial Report, post-approve the January 2024 bills in the amount of \$48,896.63, and place all communications & departmental reports on file was made by Trustee VanHouten and supported by Treasurer Christoff. Motion carried unanimously.*

**Open Business:** None

#### **New Business:**

*A motion to post-approve payment for new toilets invoice in the amount of \$1,114.33 from Roto-Rooter was made by Clerk Hardish and supported by Treasurer Christoff. Motion carried unanimously.*

*A motion to post-approve final payment for road improvements done on 4 Mile Road (between D Drive S & H Drive S) invoice in the amount of \$167,606.69 from Calhoun County Road Department was made by Trustee VanHouten and supported by Treasurer Christoff. Motion carried unanimously.*

*A motion to post-approve final payment for road improvements done on 5 Mile Road (between I Drive S & K Drive S) invoice in the amount of \$70,714.77 from Calhoun County Road Department was made by Clerk Hardish and supported by Treasurer Christoff. Motion carried unanimously.*

*A motion to post-approve payment for annual software support invoice in the amount of \$3,572 from BS&A Software was made by Trustee VanHouten and supported by Treasurer Christoff. Motion carried unanimously.*

*A motion to post-approve payment for January streetlighting invoice in the amount of \$1,030.82 from Consumers Energy was made by Treasurer Christoff and supported by Trustee VanHouten. Motion carried unanimously.*

*A motion to post-approve payment for annual worker's compensation coverage invoice in the amount of \$3,604 from Liberty Mutual Insurance was made by Clerk Hardish and supported by Trustee VanHouten. Clerk Hardish is currently working with Liberty Mutual on performing our annual coverage audit that is due by the end of March. Motion carried unanimously.*

*A motion to approve the Supervisor's Salary Resolution: 2024-02-01, setting the annual salary for the Supervisor to be \$35,200 and pay \$25.00 per overtime hours worked, made by Trustee VanHouten and supported by Treasurer Christoff. Unanimous roll call vote of all board members present. Motion carried.*

*A motion to approve the Treasurer's Salary Resolution: 2024-02-02, setting the annual salary for the Treasurer to be \$30,000.00 and pay \$25.00 per overtime hours worked, made by Trustee VanHouten and supported by Clerk Hardish. Unanimous roll call vote of all board members present. Motion carried.*

*A motion to approve the Clerk's Salary Resolution: 2024-02-03, setting the annual salary for the Clerk to be \$34,700.00 and pay \$25.00 per overtime hours worked, \$25.00 per overtime hours worked during elections held, and \$25.00 for the first overtime hour to set up funeral arrangements, \$25.00 for each hour following, and \$125.00 per month as the Cemetery Administrator, and \$50.00 per month as the Website Administrator, made by Treasurer Christoff and supported by Trustee VanHouten. Unanimous roll call vote of all board members present. Motion carried.*

*A motion to approve the Trustee's Per Diem Wage Resolution: 2024-02-04, setting the per diem wage for the Trustee to be \$150.00 per meeting, made by Supervisor Hardish and supported by Clerk Hardish. Unanimous roll call vote of all board members present. Motion carried.*

*A motion to approve the Building Inspectors as "Township Officials" Resolution: 2024-02-05, recognizing Frank Ballard, Jeffrey Nichols, James Deveney & Randy Bushee, made by Trustee VanHouten and supported by Clerk Hardish. The inspectors will be required to complete the accident fund determination of workers status form and take an oath with the township Clerk. Unanimous roll call vote of all board members present. Motion carried.*

*A motion to approve the 2024-25 Meeting Dates, Office Hours & Holiday Hours Resolution: 2024-02-06, setting the monthly Board of Trustee meetings to be held the 3<sup>rd</sup> Thursday of the month at 9:30 A.M. with any exceptions being posted, office hours for elected offices to be Tuesdays-Thursdays 9 A.M. to 4:30 P.M. and all other departments by appointment, the Clerk's election hours, the Treasurer's tax collection hours, and the 2024 holiday closures, made by Treasurer Christoff and supported by Trustee VanHouten. Unanimous roll call vote of all board members present. Motion carried.*

*A motion to approve the recommendation of the Supervisor for the appointment of Daniel Messer to serve a partial term on the Board of Review as an alternate member from Feb. 15, 2024 – Dec. 31, 2024, made by Trustee VanHouten and supported by Clerk Hardish. Unanimous roll call vote of all board members present. Motion carried.*

*A motion to adopt the Poverty Exemption Income Guidelines Resolution: 2024-02-07 was made by Trustee VanHouten and supported by Treasurer Christoff. Under Federal mandate these guidelines must be in place for the Board of Review and Township Supervisor to apply the asset test and judge whether a person is in fact eligible for a poverty exemption and be exempt in whole or in part from taxation under the General Property Tax Act. Motion carried unanimously.*

*A motion to approve the 2023 Calhoun County Parks Millage allocation report and 2024 allocation request was made by Trustee VanHouten and supported by Treasurer Christoff. Supervisor Hardish will sign the request and send it back to the Calhoun County Parks & Recreation Commission. Clerk Hardish will forward a copy of these meeting minutes to them as well. Motion carried unanimously.*

*A motion to set the Budget Public Hearing date for March 21<sup>st</sup> at 9:30 A.M. was made by Treasurer Christoff and supported by Trustee VanHouten. Motion carried unanimously.*

*A motion to approve Granger Waste Collection Services agreement to provide packing trucks for our two Township Dumpster Days was made by Treasurer Christoff and supported by Trustee VanHouten. Motion carried unanimously.*

**Citizen Comments:**

None

**Board Comments:**

None

**Next Board meeting is set for Thursday, March 21<sup>st</sup> at 9:30 a.m. The meeting was adjourned at 10:12 a.m.**

**Respectfully, Clerk Nicole Hardish**