



Leroy Township

BOARD OF TRUSTEE MEETING March 21, 2024

Called to order at 9:30 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 Treasurer Christoff. Motion carried unanimously.

Guests: 1

Rob Ridgeway, Harper Creek Superintendent, came to speak on the school district's upcoming millage proposal. The 0.6 mils would be used to add classrooms for their elementaries and middle school, increase parking space, and upgrade security and classroom supplies. This would be an addition to their current millage that expires in 2035. This millage will appear on the May 7th Special election ballot.

Citizens: 2

Consent Agenda:

A motion to approve as written, including the approval of the February 15, 2024 Regular Board Meeting Minutes, the 4th quarter budget report, March financial report, post-approve payments of the February bills in the amount of \$285,941.74, and place all departmental reports on file was made by Trustee Bolton and supported by Clerk Hardish. Motion carried unanimously.

Supervisor recessed meeting at 9:43 a.m. and called to order the Public Budget Hearing.

Supervisor Laveta mentioned that the budget reflects 2 large projects that will be taking place: the replacement of the office's deck and handicap ramp and the installation of 4 columbariums and their foundations. She noted that the expenses and revenues for the two funds is balanced at \$1,196,336.00. Questions were addressed and public hearing was closed at 9:48 a.m.

Regular board meeting was reconvened.

Open Business:

The Edgebrook Pump Station project is underway and is projected to be finished by Fall 2024. The Township's first payment is expected to be due in 2025. We will need to establish a special assessment district to collect the necessary funds. Supervisor Hardish will be working closely with Attorney Jason ter Avest to get everything established and schedule public hearings.

New Business:

A motion to post-approve payment for the December 2023 services invoice from Consumers Energy in the amount of \$1,044.42 made by Clerk Hardish and supported by Treasurer Christoff. Motion carried unanimously.

A motion to post-approve payment for the February services invoice from Consumers Energy in the amount of \$1,024.42 made by Trustee VanHouten 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 2023-24 budget to cover expenditure overage to the demolition of structures at 5382 E. Paradise Road and software purchase for the assessing department. No action required.

A motion to post-approve down payment for the demolition services invoice from Linsley Excavating, Inc. in the amount of \$24,900 made by Treasurer Christoff and supported by Trustee VanHouten. Motion carried unanimously.

A motion to adopt the General Appropriations Act Resolution 2024-03-01, 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 2024-25 to be \$1,196,336.00; 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 2024-03-02, establishing the 2024-25 salary & wage amounts for Township officials and employees, made by Trustee Bolton and supported by Treasurer Christoff. Unanimous roll call vote of all board members present. Motion carried.

A motion to approve the 2024-25 Bank Depositories presented by the Treasurer, made by Treasurer Christoff and supported by Trustee Bolton. Motion carried unanimously.

A motion to adopt Resolution 2024-03-03 for the re-appointment of Randy Lang to serve a 3-year term on the Planning Commission from Jan. 01, 2024 – Dec. 31, 2026, made by Trustee VanHouten and supported by Treasurer Christoff. Unanimous roll call vote of all board members present. Motion carried.

A motion to adopt Resolution 2024-03-04 for the re-appointment of Travis Arbogast to serve a 3-year term as the ZBA representative on the Planning Commission from Jan. 01, 2024 – Dec. 31, 2026, made by Treasurer Christoff and supported by Trustee Bolton. Unanimous roll call vote of all board members present. Motion carried.

A motion to adopt Resolution 2024-03-05, terminating the Township's membership in the Battle Creek Area Metropolitan Service Agency (AMSA), made by Trustee VanHouten and supported by Clerk Hardish. Unanimous roll call vote of all board members present. Motion carried.

A motion to enter into an intergovernmental agreement for Construction Board of Appeals and for Building, Electrical, Mechanical, Plumbing plan review & inspection services with the City of Battle Creek was made by Treasurer Christoff and supported by Trustee VanHouten. Once accepted Supervisor Hardish would be allowed to sign & return said agreement to City Manager Rebecca Fleury. Motion carried unanimously.

A motion to adopt Resolution 2024-03-06, amending certain sections of Ordinance # 02-01 of 2007 with respect to the Construction Board of Appeals, made by Trustee Bolton and supported by Trustee VanHouten. These amendments will update the terminology and procedures of the Construction Board of Appeals to reflect our new agreement with the City of Battle Creek's BOA. Unanimous roll call vote of all board members present. Motion carried.

A motion to accept the engagement letter from Siegfried Crandall for the 2024 year-end annual audit made by Treasurer Christoff and supported by Clerk Hardish. Their fee for the audit will now be \$7,200. The audit will be scheduled for May 21-22, 2024. Motion carried unanimously.

Board of Trustee Meeting date changes: change the date for May to be held on Thursday the 23rd at 9:30 AM and cancel the June meeting altogether.

Citizen Comments: None

Board Comments:

Clerk Hardish just sent out applications for the May 7th Special Election. Next week she and her deputy, Jeannie Burchfield, will be attending the MAMC Institute in Mt. Pleasant, MI. Clerk Hardish will be completing her accreditation course this year and graduating on Thursday, March 28th.

Next Board meeting is set for April 18th at 9:30 a.m. Meeting adjourned at 10:43 a.m.

Respectfully,

Clerk Nicole Hardish