

Lawrence Township Regular Board Meeting January 14, 2016

Meeting called to order at 7:00 p.m.

Present - Barnett, Thompson, Tinker, Reynnells and Stroud

Also Present: Mark DuBay, Rick Boze, Don Hanson, Jeff Moses, Eric Mills, Glen Thomsen and Donna Spenner.

Motion made by Reynnells, 2nd by Stroud, to approve the December 10, 2015 Regular Board Minutes as amended. Roll call vote. All ayes. Motion carried

Motion made by Stroud, 2nd by Reynnells, to approve the January 14, 2016 expenditures as presented. Roll call vote: All ayes. Motion carried.

General Fund Totaling: \$20,381.36

Date	Expenditure	Amount	Description
01/14/2016	American Safety and First Aid	\$9.84	FH Medicine Chest Supplies
01/14/2016	Apex Software	\$445.00	Software Renewal
01/14/2016	Associated Government Services	\$475.00	November and December 2015 Invoices
01/14/2016	AT&T	\$60.43	Cemetery Communications
01/14/2016	Attorney Mark DuBay	\$570.53	Misc/Meetings/Violation
01/14/2016	Bronsink & Bos Equipment		Cemetery Equipment Repairs/Maint
01/14/2016	Comcast	\$78.30	Internet Service Provider
01/14/2016	Consumer's Energy	\$129.58	Utilities-GF Fire Hall
01/14/2016	Consumer's Energy	\$195.90	Utilities-Bank Bldg
01/14/2016	Consumer's Energy	\$60.98	Utilities-Cemetery Memorial
01/14/2016	Cougar Mountain	\$1,756.00	Software Renewal
01/14/2016	First National Bank - Omaha	\$282.42	Treasurer Postage/Equip Repair/Software/Office Equip
01/14/2016	First National Bank - Omaha	\$638.07	Postage/Office Furniture/Website
01/14/2016	Flametamer Fire Protection	\$205.00	Library Fire Ext Annual Maint.
01/14/2016	Frontier	\$93.01	Treasurer/Board Communications
01/14/2016	Frontier	\$46.12	Cemetery Communications
01/14/2016	Kellogg Hardware	\$31.98	Ice Melt
01/14/2016	Michigan Election Resources	\$68.97	Election Supplies
01/14/2016	Quill	\$96.63	Office Supplies
01/14/2016	Richardson Oil	\$52.36	Cemetery Fuel
01/14/2016	Ricoh	\$198.13	Copier Contract (Nov & Dec Invoices)
01/14/2016	State of Michigan	\$268.11	Payroll Taxes
01/14/2016	Thayre, Inc.	\$8.15	FH Cleaning Supplies
01/14/2016	US Post Office	\$490.00	Treasurer Postage

01/14/2016	Van Buren County Clerk	\$44.80	Voter Card Printing
01/14/2016	Village of Lawrence	\$15.95	Garbage Service
01/14/2016	Village of Lawrence	\$52.40	Utilities-Bank Bldg
	Subtotal	\$6,373.66	
	Payroll		
01/14/2016	Donna Ghastin-Neyome	\$1,984.82	Assessor Salary
01/14/2016	Ken Barnett	\$1,011.60	Supervisor Salary
01/14/2016	Kim Thompson	\$929.52	Clerk Salary
01/14/2016	Mary Tinker	\$870.04	Treasurer Salary
	Subtotal	\$4,795.98	
	Consent Items Already Paid		
	Barry S. Earls	\$2,316.63	Sexton Wages (12/11/15; 12/25/15; 01/08/16)
	IRS	\$6,285.15	Federal Payroll Tax (4th Quarter 2015)
	State of Michigan	\$144.75	State Payroll Tax
	Theresa Carr	\$215.85	Dep Treasurer Wages (1/8/16)
	Theresa Stroud	\$249.34	Dep Treasurer Wages (1/8/16)
	Subtotal	\$9,211.72	
	Grand Total	\$20,381.36	

LTES Fund Totaling: \$27,678.09

Date	Expenditure	Amount	Description
01/14/2016	Aflac	\$136.37	
01/14/2016	American Safety and First Aide	\$39.35	Medicine Cabinet Supplies
01/14/2016	Attorney Mark DuBay	\$375.83	Legal Fees
01/14/2016	Bound Tree	\$140.29	QR Supplies
01/14/2016	Bronson	\$475.50	Physical - Shaun Mead
01/14/2016	Comcast	\$39.15	Internet Service
01/14/2016	Consumers Energy	\$518.32	Utilities
01/14/2016	First National Bank - Omaha	\$407.40	Supplies/Postage/Equip Maint
01/14/2016	Flametamer Fire Protection	\$361.50	Fire Extinguisher Maint
01/14/2016	Frontier	\$138.38	Communications
01/14/2016	Kellogg Hardware	\$166.61	Supplies/Postage/Equip Maint/Bldg Maint
01/14/2016	Look Sharp Marketing	\$376.34	Equipment
01/14/2016	Midway Electric	\$153.40	Fire Hall Repair/Maint
01/14/2016	Mike Anchor	\$50.00	Communications Reimbursement
01/14/2016	Moses Fire Equipment	\$4,657.52	Equipment Maint
01/14/2016	New Pig	\$196.46	Haz Mat Supplies
01/14/2016	Rhino Products, Inc.	\$369.95	Equipment
01/14/2016	Richardson Oil Co.	\$95.27	Fuel Expense
01/14/2016	Ricoh	\$198.13	Copier Contract

Lawrence Township Regular Board Meeting
January 14, 2016

Page 3 of 5

01/14/2016	State of Michigan	\$222.87	Payroll Taxes
01/14/2016	Thayre, Inc.	\$32.61	Fire Hall Supplies
01/14/2016	Touchtone Communications	\$31.92	Communications
01/14/2016	Village of Lawrence	\$15.94	Garbage Service
01/14/2016	Village of Lawrence	\$99.25	Utilities
01/14/2016	Walmart	\$125.65	Fire Hall Supplies
01/14/2016	West Mich Asso of Fire Chiefs	\$130.00	Membership Dues
	Sub Total	\$9,417.64	
	LTES Payroll		
01/14/2016	Shanna Barnett	\$21.58	Wages
01/14/2016	Kenneth Barnett	\$44.16	Wages
01/14/2016	Charles Carpp	\$31.17	Wages
01/14/2016	Michael Carpp	\$274.12	Wages
01/14/2016	Michelle Curtis	\$160.97	Wages
01/14/2016	Barry S. Earls	\$128.12	Wages
01/14/2016	James Fein	\$115.96	Wages
01/14/2016	Rolla Hemingway	\$280.21	Wages
01/14/2016	David Leach	\$25.11	Wages
01/14/2016	Steven Leach	\$37.66	Wages
01/14/2016	Steven Lowe	\$137.34	Wages
01/14/2016	Kyle Mead	\$172.18	Wages
01/14/2016	Shawn Mead	\$60.95	Wages
01/14/2016	Eric Mills	\$148.67	Wages
01/14/2016	Jon Rader	\$69.38	Wages
01/14/2016	Linnea Rader	\$99.34	Wages
01/14/2016	Jason Spangler	\$25.11	Wages
	Sub Total	\$1,832.03	
	Consent Items Already Paid		
	Michael Anchor	\$4,732.86	Chief Salary (12/11/15; 12/25/15; 01/08/2016)
	Karen Hardin	\$3,316.50	Secretary Wages (12/11/15; 12/25/15; 01/08/2016)
	IRS	\$8,043.90	Federal Payroll Tax (4th Quarter 2015)
	State of Michigan	\$335.16	State Payroll Tax
	Sub Total	\$16,428.42	
	Grand Total	\$27,678.09	

Building Fun Totaling: \$1,215.00

Date	Expenditure	Amount	Description
01/14/2016	AGS (November)	\$300.00	1 Elect/Error Correction on Sept inv.
01/14/2016	AGS (December)	\$915.00	3 Bldg/3 Elect/2 Mech/1 Plumb
	Total Proposed Expenditures	\$1,215.00	

The following reports were presented to the Board:

- ✓ Sheriff's Department
- ✓ Road Commission
- ✓ Village of Lawrence
- ✓ Lawrence Township Emergency Services
- ✓ Treasurer
- ✓ Clerk
- ✓ Planning Commission
- ✓ County Commissioner

There was no report from the Van Buren County Sheriff's Department.

Rick Boze representing the VB Co. Road Commission informed the Board that the plows operate during the hours of 7:00 am to 3:30 pm during the week. On the weekends, primary roads are plowed with 4 or more inches on snow and county and local roads are plowed with 8 or more inches.

Commissioner Hanson presented highlights of the year-end report for the county. He reported that the state wants 17 year olds to be processed as juveniles for all crimes, which will cost the county approximately 250 thousand a year.

The Health Department (Jeff Elliott) is looking into building a new office in the Lawrence-Crandall Industrial Park.

Chief Anchor reported that LTES was turned down for the DNR Grant to equip fire fighters with LED flashlights. We will try again next year.

Several area departments will submit a regional FEMA Grant Application Request for air packs and spare air cylinders. It is hoped that a regional request will increase our chances of being funded.

We received a quote from Thomsen Construction for the stairway frame in project in Ken and Scott's office.

A motion was made by Reynnells and second by Tinker to approve the stairway enclosure project as presented, at a cost of \$3592.00. Roll call vote. All ayes. Motion carried.

Treasurer Tinker gave the November financial report. She also stated that ECCU will no longer insure funds in excess of \$250,000. She needs to find a new bank in which to place the overage.

A motion was made by Thompson and second by Tinker to add PNC Bank as an approved bank for investments. All ayes. Motion carried.

A motion was made by Tinker and second by Reynnells to remove the previous Deputy Treasurer, Theresa Carr from all bank accounts and add the new Deputy Treasurer, Theresa Stroud. All ayes. Motion carried.

Page 5 of 5

Clerk Thompson reported that the W-2 forms have been sent out to all township employees.

Kim will be attending the MTA Conference next week.

The House and Senate passed election legislation that states that we can no longer provide information on proposals further out than 60 days before an election.

Current financial statements were distributed to the board.

There was no report from the ZBA.

The Planning Commission had no report as it did not meet in December.

Under old business, Attorney DuBay told the Board that Mr. Sewel is claiming a disability in the blight case.

A "For Sale" sign will be placed in the bank building. The Board agreed on an asking price of \$75,000. Interested persons should submit an offer in writing, or come before the Board with offers to be considered.

The Treasurer and Deputy Treasurer suggested that the Board consider new office space for them which would provide more space and privacy for the public when taking tax payments.

With no further business to attend to, a motion to adjourn was made by Reynnells and second by Tinker. All ayes. Motion carried.

Meeting adjourned at 8:16 p.m.

Respectfully Submitted,

Attest,

Kim Thompson, Clerk

Ken Barnett, Supervisor