

**Lawrence Township Regular Board Meeting  
 February 11, 2016**

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

Present - Barnett, Tinker, Reynnells and Stroud

Also Present: Mark DuBay, Rick Boze, Don Hanson, Jeff Moses, Glen Thomsen, Donna Spenner, Dan Faulkner, Beth Griffin, Enriquich Turanzas and Karen Hardin

Absent: Kim Thompson

Motion made by Reynnells, 2<sup>nd</sup> by Stroud, to approve the January 14, 2016 Regular Board Minutes as presented. Roll call vote. All ayes. Motion carried

Motion made by Reynnells, 2<sup>nd</sup> by Stroud, to approve the February 11, 2016 expenditures as amended. Roll call vote: All ayes. Motion carried.

**General Fund Totaling: \$24,526.29**

Date	Expenditure	Amount	Description
02/11/2016	AMG Appraisal Services	\$2,350.00	Land Division Services
02/11/2016	Associated Government Services	\$300.00	PC/Enforcement
02/11/2016	AT&T	\$60.58	Cemetery Communications
02/11/2016	Attorney Mark DuBay	\$699.69	Misc/Meetings/Variance
02/11/2016	Comcast	\$78.30	Internet Service Provider
02/11/2016	Consumer's Energy	\$162.04	Utilities-GF Fire Hall
02/11/2016	Consumer's Energy	\$213.77	Utilities-Bank Bldg
02/11/2016	Consumer's Energy	\$61.95	Utilities-Cemetery Memorial
02/11/2016	First National Bank - Omaha	\$212.06	Treasurer Computer Services/Postage/Clock
02/11/2016	First National Bank - Omaha	\$167.46	Postage/Cemetery Equipment
02/11/2016	First National Bank - Omaha	\$1,004.86	Computer Software/Training/Supplies/W-2's
02/11/2016	Frontier	\$93.01	Treasurer/Board Communications
02/11/2016	Frontier	\$46.11	Cemetery Communications
02/11/2016	Jim's Outdoor Powerland	\$169.73	Cemetery Equipment Repairs/Maint
02/11/2016	Kellogg Hardware	\$35.96	Bank Building Sing
02/11/2016	Liberty Mutual	\$5,649.93	Annual Workers Comp
02/11/2016	Richardson Oil	\$89.01	Cemetery Fuel
02/11/2016	Ricoh	\$108.98	Copier Contract
02/11/2016	State of Michigan	\$209.31	Payroll Taxes
02/11/2016	US Post Office	\$46.00	Post Office Box Rental
02/11/2016	Village of Lawrence	\$15.80	Garbage Service
02/11/2016	Village of Lawrence	\$52.40	Utilities-Bank Bldg

**Subtotal      \$11,826.95**

**Payroll**

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02/11/2016	Donna Ghastin-Neyome	\$1,984.82	Assessor Salary
02/11/2016	Ken Barnett	\$1,011.60	Supervisor Salary
02/11/2016	Kim Thompson	\$929.52	Clerk Salary
02/11/2016	Mary Tinker	\$870.04	Treasurer Salary
	<b>Subtotal</b>	<b>\$4,795.98</b>	
	<b>Consent Items Already Paid</b>		
	Barry S. Earls	\$1,357.48	Sexton Wages (1/22/16; 02/05/16)
	IRS	\$6,285.15	EFTPS Payment for 4Q 2015
	State of Michigan	\$80.65	State Payroll Tax
	Theresa Stroud	\$180.08	Dep Treasurer Wages (1/22/16; 02/05/16)
	<b>Subtotal</b>	<b>\$7,903.36</b>	
	<b>Grand Total</b>	<b>\$24,526.29</b>	

**LTES Fund Totaling: \$125,662.38**

Date	Expenditure	Amount	Description
02/11/2016	Aflac	\$136.37	Premium
02/11/2016	BoundTree	\$153.99	Operating Supplies
02/11/2016	Christina Benson	\$40.00	QR Training
02/11/2016	Comcast	\$39.15	Internet Service
02/11/2016	Consumers Energy	\$648.14	Utilities
02/11/2016	First National Bank - Omaha	\$314.83	Supplies//Equip Maint/Bldg Maint
02/11/2016	Frontier	\$138.39	Communications
02/11/2016	Liberty Mutual Insurance	\$8,837.07	Annual Worker's Comp Premium
02/11/2016	Mattawan Fire Department	\$125.00	Fee Portion for Grant Writer
02/11/2016	Mike Anchor	\$50.00	Communications Reimbursement
02/11/2016	Moses Fire Equipment	\$11,776.28	FD Personal Protect/Maint/Equip/Op Supplies
02/11/2016	Moses Fire Equipment	\$86,040.61	Balance Due on New 1710
02/11/2016	Preferred Printing	\$360.42	Operating Supplies
02/11/2016	Richardson Oil Co.	\$54.05	Fuel Expense
02/11/2016	Ricoh	\$108.97	Copier Contract
02/11/2016	State of Michigan	\$81.39	Payroll Taxes
02/11/2016	Target Solutions Learning, LLC	\$349.65	QR Training
02/11/2016	Thomsen Construction	\$3,592.00	Stairway Enclosure - Fire Hall
02/15/2016	Touchtone Communications	\$17.71	Communications
02/11/2016	Van Buren Fire Chief's Association	\$50.00	Membership Dues
02/11/2016	Village of Lawrence	\$15.81	Garbage Service
02/11/2016	Village of Lawrence	\$99.25	Utilities
	<b>Sub Total</b>	<b>\$113,029.08</b>	
	<b>LTES Payroll</b>		
02/11/2016	Shanna Barnett	\$80.95	Wages
02/11/2016	Kenneth Barnett	\$67.54	Wages
02/11/2016	Charles Carpp	\$77.93	Wages

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02/11/2016	Michael Carpp	\$307.52	Wages
02/11/2016	Michelle Curtis	\$146.26	Wages
02/11/2016	Barry S. Earls	\$204.67	Wages
02/11/2016	James Fein	\$189.49	Wages
02/11/2016	John Gritter	\$83.64	Wages
02/11/2016	Rolla Hemingway	\$230.65	Wages
02/11/2016	David Leach	\$12.55	Wages
02/11/2016	Steven Leach	\$12.55	Wages
02/11/2016	Steven Lowe	\$99.00	Wages
02/11/2016	Kyle Mead	\$243.69	Wages
02/11/2016	Shawn Mead	\$30.47	Wages
02/11/2016	Eric Mills	\$126.37	Wages
02/11/2016	Jon Rader	\$208.64	Wages
02/11/2016	Linnea Rader	\$135.46	Wages
02/11/2016	Jason Spangler	\$12.55	Wages

**Sub Total \$2,269.93**

**Consent Items Already Paid**

Michael Anchor	0	Chief Salary
Karen Hardin	\$2,211.00	Secretary Wages (1/22/16; 02/05/16)
IRS	\$8,043.90	EFTPS Payment for Q4 2015
State of Michigan	\$108.14	State Payroll Tax

**Sub Total \$10,363.04**

**Grand Total \$125,662.38**

**Building Fund Totaling: \$200.00**

Date	Expenditure	Amount	Description
02/11/2016	AGS	\$200.00	1 Elect/1 Mech
<b>Total Proposed Expenditures</b>		<b>\$200.00</b>	

**Road Fund Totaling: \$3,780.51**

Date	Expenditure	Amount	Description
02/11/2016	VB Co Road Commission	\$ 2,948.51	Boom Mowing Project
02/11/2016	VB Co Road Commission	\$ 832.00	Driveway Culvert
<b>Total Proposed Expenditures</b>		<b>\$ 3,780.51</b>	

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

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Rick Boze from the Van Buren County Sheriff's Department informed the Board of a new storm watcher class that the Department is sponsoring. Interested persons should contact the VB Co. Sheriff's Department for more information. He also reported on the IRS phone scam.

Rick Boze representing the VB Co. Road Commission informed the Board that the CR 681 project will be completed this year. Tree cutting will begin soon. Also discussed was the 51<sup>st</sup> Street drain. Mr. Boze suggested that the Township may want to consider starting a contingency fund to save for future drain projects due to several aging drains.

Lawrence Village Manager, Dan Faulkner informed the Board that water/sewer rates will be increasing by 18% to pay for the upcoming wastewater project. The project will begin sometime mid-summer to fall. The water tower refurbishing project will be completed by late summer 2016.

The Health Department will build their new office building on ISD property.

The Village has applied for MDOT Road Taskforce grant money for a 3 inch overlay on West St Joseph Street from the main four to Michigan Street. The project is scheduled for some time in 2018.

Flags have been donated for the Village.

Chief Anchor reported that the keyless entry system for the fire station will be installed by Tyco around the first week of March 2016. Each employee will be provided with a key fob, card, cell phone sticker and an individual touchpad code for entry. Scott is gathering equipment quotes for the video system which he will install.

The new #1710 QR Truck is due to be completed early in March.

Chief Anchor returns to the doctor on February 24, 2016 and hopes to be able to return to work after that with no restrictions.

In a motion made by Reynnells and second by Stroud, Budget Meetings have been scheduled for March 5 and March 12, 2016 from 9:00 a.m. to 12:00 noon. The Annual Meeting has been scheduled for March 26, 2016 at 1:00 p.m. All ayes. Motion carried.

There are two insurance proposals for the new fiscal year. One will be heard at the March 5 budget meeting and Jason Orton of David Chapman Agency will present their proposal during the March 10 regular board meeting.

Commissioner Hanson reported that District Court is having a hearing on Public Act 269. The county is considering a 2<sup>nd</sup> set of servers or a merit line for data backup. The Sheriff Department's K-9 officer, Goliath passed away. Blitz will be his replacement at a cost of \$6500.00. The K-9 unit currently has two dogs.

Beth Griffin, who is an Antwerp Township Commissioner, is running for State Representative replacing Aric Nesbit. She introduced herself to the Board and gave some background history.

Treasurer Tinker gave the financial report.

Treasurer Tinker made a motion to add Edgewater Bank to the list of approved banks for the Township. Motion was second by Reynnells. All ayes. Motion carried.

In Clerk Thompson's absence, Deputy Clerk Hardin highlighted the areas of interest on the financial statements which involved the Elections cost center and the Building Department cost center.

A motion was made ~~my~~by Tinker and second by Stroud to revise the budgeted total for the elections expense account under the General Fund to a new total of \$4000.00 to allow for March 8<sup>th</sup> election expenses. Roll call vote. All ayes. Motion carried.

A motion was made by Stroud and second by Reynnells to revise the budgeted total for the building expense account of the Building Department Fund to a new total of \$15,000.00 to account for February and March 2016 activity. Roll Call Vote. All ayes. Motion carried.

While at the MTA Conference, Clerk Thompson met a representative from an architectural firm who had worked with a township to remodel a donated bank building into township offices. The firm has an in depth knowledge of the codes and is willing to give our project a review and second opinion for a fee. The Board would like Clerk Thompson to contact the township involved and get the specifics on their project before they would be willing to spend any additional amounts on the bank building.

There was no report from the ZBA.

The Planning Commission had no report due to lack of quorum at its last meeting.

There was a brief discussion on the funding for the culvert on 51<sup>st</sup> Street. It was decided to table this topic until the upcoming budget meeting.

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

Meeting adjourned at 8:12 p.m.

Respectfully Submitted,

Attest,

Karen Hardin, Deputy Clerk

Ken Barnett, Supervisor