

## Lawrence Township Regular Board Meeting February 9, 2017

The Lawrence Township Regular Board Meeting was called to order at 7:00 p.m.

Present: Spenner, Thompson, Tinker and Stroud

Absent: Reynnells

Also Present: Attorney Brien Heckman, Rick Boze, Jeff Moses, Marty Kerrins, Thomas Koebel, Phillip Marshall and Ryan Webber.

Motion made by Stroud, 2<sup>nd</sup> by Tinker, to approve the January 12, 2017 Regular Board Minutes as presented.

Roll call vote: All ayes. Motion carried.

Motion made by Stroud, 2<sup>nd</sup> by Tinker, to approve the February 9, 2017 expenditures as presented.

Roll call vote: All ayes. Motion carried.

**General Fund Totaling: \$14,087.91**

Date	Expenditure	Amount	Description
02/09/2017	AT&T	\$126.52	Cemetery Communications (Dec & Jan)
02/09/2017	Comcast	\$86.94	Internet Service Provider Dec & Jan)
02/09/2017	Consumer's Energy	\$164.98	Utilities-GF Fire Hall
02/09/2017	Consumer's Energy	\$650.13	Utilities-Bank Bldg (Dec & Jan)
02/09/2017	Consumer's Energy	\$38.00	Utilities - Bank Bldg Settlement
02/09/2017	Consumer's Energy	\$64.84	Utilities-Cemetery Memorial
02/09/2017	Doubleday Office Products	\$90.02	Office Supplies
02/09/2017	First National Bank - Omaha	\$344.73	Treasurer Computer Services/Postage
02/09/2017	First National Bank - Omaha	\$2,416.97	Postage/Training/Website/Software
02/09/2017	Frontier	\$95.65	Treasurer/Board Communications
02/09/2017	Frontier	\$47.19	Cemetery Communications
02/09/2017	Heckman Law, PLLC	\$1,224.00	Legal Fees
02/09/2017	IRS	\$1,372.18	EFTPS Monthly Tax Payment
02/09/2017	Richardson Oil	\$43.72	Cemetery Fuel
02/09/2017	State of Michigan	\$237.64	Payroll Taxes
02/09/2017	Van Buren County Clerk	\$42.00	Voter's Card Printing for 4th Q.
02/09/2017	Village of Lawrence	\$16.73	Garbage Service
02/09/2017	Village of Lawrence	\$49.39	Ordinance Enforcement
02/09/2017	Village of Lawrence	\$63.58	Utilities-Bank Bldg
	<b>Subtotal</b>	<b>\$7,175.21</b>	
	<b>Payroll</b>		
02/09/2017	Donna Ghastin-Neyome	\$1,986.47	Assessor Salary
02/09/2017	Donna Spenner	\$979.10	Supervisor Salary
02/09/2017	Kim Thompson	\$931.18	Clerk Salary

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02/09/2017	Mary Tinker	\$871.70	Treasurer Salary
	<b>Subtotal</b>	<b>\$4,768.45</b>	
	<b>Consent Items Already Paid</b>		
	State of Michigan	\$81.25	State Payroll Tax
	IRS	\$529.12	EFTPS Tax Payment
	Theresa Stroud	\$73.88	Dep Treasurer Wages (1/20/17)
	Barry S. Earls	\$1,460.00	Sexton Wages (1/20/17; 2/3/17)
	<b>Subtotal</b>	<b>\$2,144.25</b>	
	<b>Grand Total</b>	<b>\$14,087.91</b>	

**LTES Fund Totaling: \$19,851.62**

Date	Expenditure	Amount	Description
02/09/2017	Aflac	\$136.37	
02/09/2017	Argus-Hazco	\$115.53	QR Personal Protection Equip
02/09/2017	Barry S. Earls	\$719.10	Expense Reimbursement for FH Refrigerator
02/09/2017	Bruce's Truck and Auto Accessories	\$350.00	Rhino Lining
02/09/2017	Comcast	\$43.46	Internet Service (Dec & Jan)
02/09/2017	Consumers Energy	\$659.90	Utilities
02/09/2017	Crown Trophy	\$27.33	Equipment Plates
02/09/2017	Crystal Flash - Richardson Oil Co.	\$152.72	Fuel Expense (Dec & Jan)
02/09/2017	Doubleday Office Products	\$13.98	Office Supplies
02/09/2017	First National Bank - Omaha	\$409.35	Supplies/Training/Comm Promo/Camera System
02/09/2017	First National Bank - Omaha	\$113.01	Dry Cleaning/Anti-Virus/Operating Supplies
02/09/2017	Flametamer Fire Protection	\$100.00	Equipment
02/09/2017	Frontier	\$141.58	Communications
02/09/2017	Hartford Fire Department	\$750.00	Used Bunker Gear Set - Wm Gaborik
02/09/2017	IRS	\$374.12	EFTPS Payroll Taxes
02/09/2017	Mike Anchor	\$250.00	Communications & Utility Reimbursement
02/09/2017	Moses Fire Equipment	\$4,431.69	Supplies/Nozzles/PP Gloves
02/09/2017	Nye Uniform	\$64.57	QR - Personal Protection Equip
02/09/2017	Quality Door of South Haven	\$261.20	Overhead Door Repair
02/09/2017	Roe Comm	\$340.80	Radio Equipment Repair/Batteries
02/09/2017	State of Michigan	\$68.21	Payroll Taxes
02/09/2017	Steven Lowder	\$50.00	Driver's Training
02/09/2017	US Post Office	\$48.00	Annual PO Box Rental
02/09/2017	Village of Lawrence	\$16.73	Garbage Service
02/09/2017	Village of Lawrence	\$101.06	Utilities
02/09/2017	Walmart	\$184.25	Supplies
	<b>Sub Total</b>	<b>\$9,922.96</b>	

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<b>LTES Payroll</b>			
02/09/2017	Michael Beach	37.66	Wages
02/09/2017	Charles Carpp	\$64.93	Wages
02/09/2017	Michael Carpp	\$313.50	Wages
02/09/2017	Michelle Curtis	\$205.14	Wages
02/09/2017	Morgane Curtis	\$52.42	Wages
02/09/2017	Barry S. Earls	\$143.82	Wages
02/09/2017	James Fein	\$67.89	Wages
02/09/2017	William Gaborik	\$39.32	Wages
02/09/2017	John Gritter	\$87.27	Wages
02/09/2017	Rolla Hemingway	\$207.53	Wages
02/09/2017	Steven Lowe	\$245.08	Wages
02/09/2017	Kyle Mead	\$190.53	Wages
02/09/2017	Shawn Mead	\$147.29	Wages
02/09/2017	Eric Mills	\$91.69	Wages
02/09/2017	Linnea Rader	\$27.08	Wages
	<b>Sub Total</b>	<b>\$1,921.15</b>	
	<b>Consent Items Already Paid</b>		
	Michael Anchor	\$3,335.31	Chief Salary (1/20/17; 2/3/17)
	Karen Hardin	\$2,385.05	Secretary Wages (1/20/17; 2/3/17)
	State of Michigan	\$323.06	State Payroll Tax
	IRS	\$1,964.09	EFTPS Payroll Tax
	<b>Sub Total</b>	<b>\$8,007.51</b>	
	<b>Grand Total</b>	<b>\$19,851.62</b>	

**Road Fund Totaling: \$40,161.98**

<b>Date</b>	<b>Expenditure</b>	<b>Amount</b>	<b>Description</b>
02/09/2017	VB Co Road Commission	\$15,959.95	Contract Gravel
02/09/2017	VB Co Road Commission	\$ 256.00	Lawrence Driveway Culverts
02/09/2017	VB Co Road Commission	\$23,946.03	Dust Control (1 App + 10 chloride bags)
	<b>Total Proposed Expenditures</b>	<b>\$40,161.98</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

Rick Boze, representing the Van Buren County Sheriff's Department, informed the Board that there were 63 total dispatches for January 2017.

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Road Commissioner Rick Boze stated that the road crew is unable to grade gravel roads until the weather breaks. Paved roads can be cold patched and residents may contact the road commission to report pot hole issues.

There was no report from Commissioner Hanson.

Van Buren County is anticipating a \$750K loss of revenue from the closing of the Palisades Plant. The County is in good shape currently, but will begin planning for the future revenue loss.

There was no report from the Village of Lawrence.

Chief Anchor informed the Board that year end call totals have been calculated and are in packets.

The Chief is working on quotes and estimates for the 2017/18 budget workshop.

Arlington Township has been billed and also provided with a master binder containing all the required information we are to provide to them annually.

The Chief has sent a letter of request to the VanDerZee Mule Program and explained the loaner program to the Board.

Several departments will be attending the upcoming Paw Paw River Coalition presentation at the Conference Center.

Treasurer Tinker submitted the financial report for January 2017. She noted that the Tax and Agency Fund is still holding insurance money for the property located at 56383 52<sup>nd</sup> Avenue. She needs to know who to make the check out to.

Clerk Thompson presented a copy of the revised budget performance report. She explained that the last one contained errors due to Cougar Mountain updates. Since last month's budget adjustments were based on inaccurate information, the amounts will need to be revised again.

A motion by Thompson to rescind last month's motion and amend cost center 101-191 Elections to add \$3000 for a total of \$6030. Amend cost center 249-371 Building Fund Revenue by adding \$8700 for a total of \$18,000. Amend cost center 249-371 Building Fund Expense by adding \$8300 for a total of \$17,000, was second by Spenner. All ayes. Motion carried.

We have ballot language for the May election.

The ZBA had no report, due to no new applications.

The Planning Commission met and discussed the new format for the site plan review.

Under Old Business on the Agenda, there was a motion by Thompson, supported by Stroud, to approve the Kolberg PA116 request. All ayes. Motion carried.

Under New Business, a motion was made by Thompson and second by Spenner to approve Christopher Carpp as a part time new hire for the cemetery at \$9.75 per hour. Roll call vote. All ayes. Motion carried.

Mr. Marty Karrins and Mr. Tom Koebel made a presentation to the Board on House Bill 4209 the Medical Marijuana Facilities and Licensing Act. They are interested in obtaining a license for a level A grow facility in Lawrence Township.

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The annual Budget Workshops have been scheduled for March 4, 2017 and March 11, 2017. Both are scheduled from 9:00 a.m. to 12:00 noon. The Annual Meeting has been scheduled for March 25, 2017 at 1:00 p.m.

Mr. Ryan Weaver presented the annual report for the Van Buren District Library. He also introduced Mr. Phillip Marshall who is the Lawrence representative to the Library Board of Trustees.

There was no public comment.

With no further business to attend to, a motion to adjourn was made by Stroud and second by Tinker.

Meeting adjourned at 8:26 p.m.

Respectfully Submitted,

Attest,

Kim Thompson, Clerk

Donna Spenner, Supervisor

DRAFT