

Lawrence Township Regular Board Meeting April 13, 2017

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

Present - Spenner, Thompson, Tinker, Reynnells and Stroud

Also Present: Brien Heckman, Rick Boze, Don Hanson, Jeff Moses, Eric Mills, Sal & Denise Campagna, Ken Thompson, Scott Earls Jason Orton, Paul Garrod, Ryan Webber and Judge Kathleen Brickley.

Motion made by Spenner, and 2nd by Stroud to accept the Budget Workshop minutes of March 4, 2017 and March 11, 2017 as presented. Roll call vote. All ayes. Motion carried. (Attachment 1 & 2)

Motion made by Stroud, and 2nd by Spenner, to approve the March 31, 2017 Special Meeting and Budget Hearing Minutes as presented. Roll call vote. Spenner – aye, Thompson – aye, Tinker- aye, Stroud – aye, Reynnells – abstained. Motion carried.

Motion made by Reynnells, and 2nd by Stroud to approve the March 9, 2017 Regular Board Meeting Minutes and amended. Roll call vote. All ayes. Motion carried.

Motion made by Reynnells, 2nd by Stroud, to approve the April 2017 expenditures as presented. Roll call vote: All ayes. Motion carried.

General Fund Totaling: \$16,625.04

Date	Expenditure	Amount	Description
04/13/2017	Associated Government Services	\$50.00	ZBA/Land Division/Enforcement
04/13/2017	AT&T	\$61.16	Cemetery Communications
04/13/2017	Attorney Brien Heckman	\$824.50	Legal Fees
04/13/2017	Comcast	\$46.64	Internet Service Provider
04/13/2017	Consumer's Energy	\$128.15	Utilities-GF Fire Hall
04/13/2017	Consumer's Energy	\$189.89	Utilities-Bank Bldg
04/13/2017	Consumer's Energy	\$38.00	Utilities - Bank Bldg Settlement
04/13/2017	Consumer's Energy	\$47.97	Utilities-Cemetery Memorial
04/13/2017	First National Bank - Omaha	\$125.92	Treasurer Computer Serv/Treasurer&Clerk Supplies
04/13/2017	First National Bank - Omaha	\$583.56	Postage/Cem Equip/Website/Training/Computer Equip
04/13/2017	Frontier	\$95.49	Treasurer/Board Communications
04/13/2017	Frontier	\$47.11	Cemetery Communications
04/13/2017	IRS	\$1,372.18	EFTPS Monthly Tax Payment
04/13/2017	Pontem Software	\$800.00	Annual On Line Burial Search Fee
04/13/2017	Richardson Oil	\$21.84	Cemetery Fuel
04/13/2017	Ricoh	\$275.19	Copier Contract (March & April 2017)
04/13/2017	State of Michigan	\$237.64	Payroll Taxes
04/13/2017	Thayre	\$31.61	Fire Hall Supplies
04/13/2017	Van Buren Co. Land Management	\$4,143.00	Annual Land Management Services Fee
04/13/2017	Van Buren County Clerk	\$30.80	Election Print/Publishing
04/13/2017	Van Buren District Library	\$38.40	Planning Commission Printing
04/13/2017	Village of Lawrence	\$16.76	Garbage Service

04/13/2017	Village of Lawrence	\$63.58	Utilities-Bank Bldg
04/13/2017	Vineyard Press	\$53.50	Print/Publish - Budget Hearing
	Subtotal	\$9,322.89	
	Payroll		
04/13/2017	Anita Ghastin	\$1,986.47	Assessor Salary
04/13/2017	Donna Spenner	\$979.10	Supervisor Salary
04/13/2017	Kim Thompson	\$931.18	Clerk Salary
04/13/2017	Mary Tinker	\$871.70	Treasurer Salary
	Subtotal	\$4,768.45	
	Consent Items Already Paid		
	Barry S. Earls	\$1,507.96	Sexton Wages (3/17/17; 3/31/17)
	Chris Carpp	\$125.25	PT Sexton Wages (3/17/17; 3/31/17)
	IRS	\$593.62	Federal Payroll Tax
	State of Michigan	\$89.84	State Payroll Tax
	Theresa Stroud	\$217.03	Dep Treasurer Wages (3/17/17; 3/31/17)
	Subtotal	\$2,533.70	
	Grand Total	\$16,625.04	

LTES Fund Totaling: \$15,827.50

Date	Expenditure	Amount	Description
04/13/2017	Aflac	\$136.37	Insurance Premium
04/13/2017	BoundTree Medical	\$173.76	QR Operating Supplies
04/13/2017	Christina Benson	\$300.00	QR & FD Training
04/13/2017	Comcast	\$23.31	Internet Service
04/13/2017	Consumers Energy	\$512.61	Utilities
04/13/2017	First National Bank - Omaha	\$725.60	Supplies/Postage/Maint/Training/AntiVirus
04/13/2017	Freightliner	\$119.82	Truck Repair #1726
04/13/2017	Frontier	\$141.34	Communications
04/13/2017	Gall's	\$46.58	QR Duffle Bag
04/13/2017	Interstate Battery Center	\$99.99	Equipment Battery
04/13/2017	IRS	\$391.45	EFTPS Payroll Taxes
04/13/2017	Mike Anchor	\$116.46	Communications Reimb/FD Training Reimb
04/13/2017	Moses Fire Equipment	\$370.04	Equip Repairs/Bunker Boots
04/13/2017	Richardson Oil Co.	\$88.37	Fuel Expense
04/13/2017	Ricoh	\$275.20	Copier Contract
04/13/2017	Rolla Hemingway	\$4.20	Equip Maint Cash Reimbursement
04/13/2017	Rudell Repair, Inc	\$625.00	Equipment Repair/Maint
04/13/2017	State of Michigan	\$78.49	Payroll Taxes
04/13/2017	Thayre, Inc.	\$126.43	FH Supplies
04/13/2017	Touchtone Communications	\$22.16	Communications
04/13/2017	Tyco Integrated Security	\$1,152.55	Annual Service Fee
04/13/2017	Van Buren Co Firefighters Asso	\$50.00	Membership Dues
04/13/2017	Village of Lawrence	\$16.77	Garbage Service
04/13/2017	Village of Lawrence	\$110.45	Utilities
04/13/2017	Vineyard Press	\$102.10	Bid Publishing

04/13/2017	Walmart	\$107.60	Supplies
	Sub Total	\$5,780.28	
	LTES Payroll		
04/13/2017	Michael Beach	\$12.54	Wages
04/13/2017	Charles Carpp	\$80.52	Wages
04/13/2017	Michael Carpp	\$374.69	Wages
04/13/2017	Michelle Curtis	\$105.05	Wages
04/13/2017	Morgane Curtis	\$29.95	Wages
04/13/2017	Barry S. Earls	\$159.52	Wages
04/13/2017	James Fein	\$67.88	Wages
04/13/2017	John Gritter	\$14.54	Wages
04/13/2017	William Gaborik	\$37.44	Wages
04/13/2017	Rolla Hemingway	\$313.23	Wages
04/13/2017	David Leach	\$12.55	Wages
04/13/2017	Steven Leach	\$25.11	Wages
04/13/2017	Steven Lowe	\$191.28	Wages
04/13/2017	Kyle Mead	\$149.67	Wages
04/13/2017	Shawn Mead	\$220.95	Wages
04/13/2017	Eric Mills	\$175.93	Wages
04/13/2017	Linnea Rader	\$24.83	Wages
04/13/2017	Jason Spangler	\$12.55	Wages
	Sub Total	\$2,008.23	
	Consent Items Already Paid		
	Michael Anchor	\$3,356.69	Chief Salary (3/17/17; 3/31/17)
	IRS	\$1,972.94	EFTPS Payroll Tax
	Karen Hardin	\$2,385.06	Secretary Wages (3/17/17; 3/31/17)
	State of Michigan	\$324.30	State Payroll Tax
	SubTotal	\$8,038.99	
	Grand Total	\$15,827.50	

Building Fun Totaling: \$1,555.00

Date	Expenditure	Amount	Description
04/13/2017	AGS	\$1,555.00	5 Bldg/1 Elect/1 Plumbing
	Total Proposed Expenditures	\$1,555.00	

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

Rick Boze, reporting for the Van Buren County Sheriff's Department reported that there were a total of 50 incidents for the month of March.

Rick Boze representing the VB Co. Road Commission informed the Board that the Road Commission's attorney has contacted Mr. McDonald via letter in regard to the driveway permit issue. Supervisor Spenner requested a meeting with Mr. Boze to further discuss the McDonald Towing issue as well as communication standards between the Township and VBRC.

Commissioner Hanson reported that the County Administrator has resigned. Fourteen applications have been collected for his replacement. The applications are being reviewed and the top five contenders will be interviewed on May 5th at 1:00 p.m.

The 5.3 million jail renovation project has begun. Large fuel tanks are being removed to allow for the expansion.

Judge Kathleen Bickley updated the Board with the State of the Court Address. She also explained how the upcoming millage proposal if passed, would greatly enhance public and employee safety at the courthouse.

Chief Anchor reported that the bidding process for the lighting project is complete. Based on specific criteria, Midway Electric is the recommendation from LTES. Clerk Thompson presented information on the Small Business Energy Efficiency Program via Consumers Energy that she obtained at the recent MTA Conference. A brief discussion ensued. Recommendations will be tabled while additional information is sought on the small business program.

Treasurer Tinker gave the financial report for March 2017.

Mr. Jason Orton of the David Chapman Insurance Agency gave an update on rates and coverages. This is the second year of our three year term agreement.

Par Plan has grant money available. Applications are due next month. Some organizations are using the grant money for new striping on fire and rescue vehicles. This would require a resolution at next month's meeting.

Jason would like to meet with the LTES membership this summer/fall to update information for the Accident and Health Policy.

Clerk Thompson reported that the new budget figures are not in the system yet. April and May financial statements will be in next month packets.

The May 2nd election will include a single proposal to vote on a proposed millage to improve public safety and public services with an increase of 0.70 mills. The public accuracy test will be done on April 26th.

Clerk Thompson made a motion to accept the purchase offer of \$30,000.00 for the sale of the bank building which was made at the annual meeting. The building is offered as is/where is with a non-refundable down payment of \$500.00. Tinker second the motion. Roll call vote. All ayes. Motion carried.

Attorney Heckman will draft a purchase agreement to be signed by all parties.

There will be a ZBA meeting on May 8th, 2017 at 7:30 p.m. to review a variance request.

The Planning Commission had no report.

A motion was made by Thompson and 2nd by Tinker to approve a Resolution of Appreciation to Denise Campagna, upon her retirement. The Board expressed their appreciation for her years of service to the community as the Lawrence Librarian. Roll call vote. All ayes. Resolution approved.

A motion to approve the Household Chemical Waste Program for 2017 was made by Reynnells, and 2nd by Spenner. Roll call vote. All ayes. Motion carried.

Spenner, Thompson and Stroud discussed various aspects of the MTA Conference which they recently attended.

During public comment, Mr. Ron Moffit requested the release of \$3800.00 which is being held by the township under the Fire Escrow Act. Mr. Moffit states that he has a letter from a licensed contractor claiming that his foundation is structurally sound. Attorney Heckman requested a copy of the letter to forward to AGS for their review.

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 8:49 p.m.

Respectfully Submitted,

Attest,

Kim Thompson, Clerk

Donna Spenner, Supervisor

Lawrence Township Special Meeting
March 4, 2017

ATTACHMENT 1:

**Lawrence Township Special Meeting
LTES Budget Workshop
March 4, 2017**

Present: Barnett, Thompson, Tinker, Reynnells, Stroud

Also Present: Chief Mike Anchor

Meeting called to order at 9:00 a.m. with the Pledge of Allegiance.

Reviewed revenue and expenditures to date for LTES and estimated for next fiscal year.

The Board discussed salary increases for all LTES positions by 3%, including the Chief and Administrator. Thompson will revise the salary matrix for presentation at the Annual Meeting & Budget Hearing

The proposed budget will be presented at the Annual Meeting on March 25, 2017.

With no further business to attend to, a motion to adjourn was made by Reynnells, 2nd by Stroud. All Ayes. Motion carried.

Special Meeting adjourned at 11:59 pm.

Respectfully submitted,

Attest,

Kim Thompson, Clerk

Donna Spenner, Supervisor

ATTACHMENT 2

**Lawrence Township Special Meeting
Budget Workshop
March 11, 2017**

Present: Barnett, Thompson, Tinker, Reynnells, Stroud

Also Present: Sexton Scott Earls

Meeting called to order at 9:00 a.m. with the Pledge of Allegiance.

Reviewed salary matrix changes for LTES for next fiscal year.

Reviewed revenue and expenditures for General Fund, Building Fund, Road Fund, and Senior Services Fund.

Reviewed expenditures for 2016/2017. All cost centers are within budget.

The proposed budget will be presented at the Annual Meeting.

With no further business to attend to, a motion to adjourn was made by Reynnells, 2nd by Stroud. All Ayes. Motion carried.

Special Meeting adjourned at 12:47 pm.

Respectfully submitted,

Attest,

Kim Thompson, Clerk

Donna Spenner, Supervisor

RESOLUTION OF APPRECIATION

***IN RECOGNITION AND PROFOUND APPRECIATION OF DEDICATED SERVICE BY
DENISE CAMPAGNA AS LIBRARIAN OF THE
LAWRENCE BRANCH OF VAN BUREN DISTRICT LIBRARY***

WHEREAS, The Citizens and Readers of Lawrence Township rely on the expertise and encouragement of their Librarian in the course of their literary endeavors; and,

WHEREAS, for over seventeen (17) years, **Denise Campagna** has always been mindful of the interests of Lawrence Township Library Patrons and has provided outstanding guidance to all; and,

WHEREAS, **Denise Campagna** faithfully and with honor, integrity, high energy and great distinction served as Librarian of the Lawrence Branch of the Van Buren District Library;

NOW, THEREFORE, BE IT RESOLVED, that the Lawrence Township Board of Trustees hereby formally acknowledges and extends its profound appreciation to **Denise Campagna** for her many years of service to the citizens of Lawrence Township. During her tenure as Librarian, she helped the Township in the following accomplishments:

1. Taught us all to be "Happy" with her creative video
2. Driving force behind the highly successful book sale on behalf of the Friends of the Library at the annual Ox Roast Festival
3. Bringing a taste of culture to our little farm town through the many concerts she organized
4. Providing the children of our community with a very active summer reading program, instilling a love of reading
5. Personalized service to her patrons by selecting books she knew they would love
6. Providing a fun environment for adults, children and staff. Who doesn't like to dress up in funny costumes?
7. Teen photo contest, encouraging our young people to be creative
8. Providing everyone with encouragement and enthusiastic service, allowing the Lawrence Branch to be known as the loudest and proudest

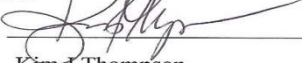
BE IT FURTHER RESOLVED, that the Lawrence Township Board, on behalf of the residents of Lawrence Township, extends its appreciation to **Librarian Denise Campagna** for her conscientious performance and dedicated years of service.

Resolution offered by Thompson and supported by Tinker

Roll Call Vote: Yes: Spenner, Thompson, Stroud, Tinker, Reynolds
No: _____

ATTESTATION – RESOLUTION DECLARED ADOPTED:

I hereby attest that the foregoing constitutes a true and complete copy of a resolution adopted by the Lawrence Township Board of Trustees, County of Van Buren, Michigan, at a regular meeting held on April 13, 2017.

Date: April 13, 2017


Kim J. Thompson
Lawrence Township Clerk