

**Lawrence Township Regular Board Meeting
June 8, 2017**

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

Present - Donna Spenner, Kim Thompson, Mary Tinker, Russ Reynnells and Theresa Stroud.

Also Present: Brien Heckman, Rick Boze, Don Hanson, Jeff Moses, Dan Sobek and Dan Faulkner.

Motion made by Reynnells, and 2nd by Stroud to approve the May 11, 2017 Regular Board Meeting Minutes and amended. Roll call vote. All ayes. Motion carried.

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

General Fund Totaling: \$18,287.88

Date	Expenditure	Amount	Description
06/08/2017	AT&T	\$61.23	Cemetery Communications
06/08/2017	Arnt Asphalt Sealing	\$2,206.00	Library Parking Lot Seal and Stripe
06/08/2017	Arnt Asphalt Sealing	\$550.00	Hill Cemetery Parking Lot Seal and Stripe
06/08/2017	Auto Value Parts Stores	\$16.00	Cemetery Equip Repairs
06/08/2017	Comcast	\$52.96	Internet Service Provider
06/08/2017	Consumer's Energy	\$90.47	Utilities-GF Fire Hall
06/08/2017	Consumer's Energy	\$122.96	Utilities-Bank Bldg
06/08/2017	Consumer's Energy	\$38.00	Utilities - Bank Bldg Settlement
06/08/2017	Consumer's Energy	\$39.83	Utilities-Cemetery Memorial
06/08/2017	Doubleday Office Products	\$32.00	Office Supplies
06/08/2017	First National Bank - Omaha	\$13.95	Treasurer Computer Services
06/08/2017	First National Bank - Omaha	\$1,269.17	Postage/Election Meals/Comp Hard/Software/Supplies
06/08/2017	First National Bank - Omaha	\$111.79	Safety Equipment/Equip Maint
06/08/2017	Frontier	\$98.51	Treasurer/Board Communications
06/08/2017	Frontier	\$48.75	Cemetery Communications
06/08/2017	General Code	\$1,596.25	On-Line Document Project - Deposit
06/08/2017	Heckman Law, PLLC	\$1,156.00	ZBA/Misc/Meetings
06/08/2017	IRS	\$974.46	EFTPS Monthly Tax Payment
06/08/2017	Jim's Outdoor Powerland	\$68.11	Cemetery Equip Repairs
06/08/2017	MTA	\$1,914.93	Membership Dues
06/08/2017	Richardson Oil	\$258.44	Cemetery Fuel
06/08/2017	State of Michigan	\$181.86	Payroll Taxes
06/08/2017	Thayre Inc.	\$12.21	Safety Glasses
06/08/2017	Village of Lawrence	\$16.77	Garbage Service
06/08/2017	Village of Lawrence	\$143.68	Utilities-Bank Bldg - April & May 2017

	Subtotal	\$11,074.33	
	Payroll		
06/08/2017	Anita Ghastin	\$1,027.05	Assessor Salary
06/08/2017	Donna Spenner	\$979.10	Supervisor Salary
06/08/2017	Kim Thompson	\$931.18	Clerk Salary
06/08/2017	Mary Tinker	\$871.70	Treasurer Salary
	Subtotal	\$3,809.03	
	Consent Items Already Paid		
	Barry S. Earls	\$1,749.44	Sexton Wages (5/12/26; 5/26/17)
	Charles Moses	\$612.26	PT Sexton Wages (5/12/17; 5/26/17)
	Chris Carpp	\$137.43	PT Sexton Wages (5/12/17; 5/26/17)
	IRS	\$770.97	EFTPS Payment
	State of Michigan	\$134.42	Payroll Taxes
	Subtotal	\$3,404.52	
	Grand Total	\$18,287.88	

LTES Fund Totaling: \$23,064.50

Date	Expenditure	Amount	Description
06/08/2017	Aflac	\$70.46	Supplimental Insurance
06/08/2017	BoundTree Medical	\$303.98	QR Operating Supplies/QR Equipment
06/08/2017	Christina Benson	\$50.00	QR Training
06/08/2017	CLIA Laboratory Program	\$150.00	2 Year Blood Draw Certificate Fee
06/08/2017	Comcast	\$26.49	Internet Service
06/08/2017	Consumers Energy	\$361.88	Utilities
06/08/2017	Crown Trophy	\$100.00	Award Plaque
06/08/2017	Fire Catt	\$2,736.82	Annual Hose and Ladder Testing
06/08/2017	First National Bank - Omaha	\$1,215.20	Supplies/Postage/Maint/Comm Promo
06/08/2017	First National Bank - Omaha	\$218.90	QR Equipment/QR Supplies/AntiVirus Software
06/08/2017	Flametamer Fire Protection	\$555.00	02 Tanks Hydro Tests/New Fire Extinguisher
06/08/2017	Frontier	\$146.25	Communications
06/08/2017	Heckman Law	\$119.00	Grant Resolution Preparation
06/08/2017	IRS	\$556.36	EFTPS Payroll Taxes
06/08/2017	Look Sharp Marketing	\$246.72	FD Shirts
06/08/2017	Mike Anchor	\$50.00	Communications Reimbursement
06/08/2017	Mike Beach	\$14.38	Cash Reimbursement for FD Training Expense
06/08/2017	Miller Thermometer	\$44.99	Fireman Flag for Station
06/08/2017	Moses Fire Equipment	\$2,739.62	FD PP Equip/Operating Equip/Equip Maint
06/08/2017	Moses Fire Equipment	\$882.50	Service on #1738
06/08/2017	Paula Mott	\$20.00	QR Training - Lifeguard
06/08/2017	Richardson Oil Co.	\$872.31	Fuel Expense for March, April & May 2017
06/08/2017	State of Michigan	\$108.40	Payroll Taxes

06/08/2017	Touchtone Communications	\$21.60	Communications
06/08/2017	Village of Lawrence	\$16.77	Garbage Service
06/08/2017	Village of Lawrence	\$299.01	Utilities for April and May 2017
06/08/2017	Walmart	\$138.23	Supplies
	Sub Total	\$12,064.87	
	LTES Payroll		
06/08/2017	Michael Beach	\$182.55	Wages
06/08/2017	Charles Carpp	\$107.04	Wages
06/08/2017	Michael Carpp	\$387.24	Wages
06/08/2017	Michelle Curtis	\$204.85	Wages
06/08/2017	Morgane Curtis	\$96.06	Wages
06/08/2017	Barry S. Earls	\$189.63	Wages
06/08/2017	James Fein	\$93.24	Wages
06/08/2017	William Gaborik	\$102.01	Wages
06/08/2017	Rolla Hemingway	\$303.78	Wages
06/08/2017	David Leach	\$32.33	Wages
06/08/2017	Steven Leach	\$45.27	Wages
06/08/2017	Steven Lowe	\$393.36	Wages
06/08/2017	Kyle Mead	\$330.18	Wages
06/08/2017	Shawn Mead	\$137.97	Wages
06/08/2017	Eric Mills	\$194.01	Wages
06/08/2017	Jon Rader	\$10.21	Wages
	Sub Total	\$2,809.73	
	Consent Items Already Paid		
	Michael Anchor	\$3,411.21	Chief Salary (5/12/17; 5/26/17)
	Karen Hardin	\$2,433.02	Secretary Wages (5/12/17; 5/26/17)
	State of Michigan	\$330.26	State Payroll Tax
	IRS	\$2,015.41	EFTPS Payroll Tax
	Subtotal	\$8,189.90	
	Grand Total	\$23,064.50	

Road Fund Totaling: \$85,787.03

Date	Expenditure	Amount	Description
06/08/2017	VB Co Road Commission	\$22,516.64	Contract Gravel
06/08/2017	VB Co Road Commission	\$63,270.39	Sealcoat Deposit
	Total Proposed Expenditures	\$85,787.03	

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 stated that there were a total of 48 incidents for the month of May.

Rick Boze representing the VB Co. Road Commission reported that seal coating has begun. Grading and dust control measures have also begun. Trucks are being used for the grading process as the graders are tied up with the seal coat process. If residents feel that grading has not been done properly, they should contact the road commission.

Regarding the dry chloride dust treatment available to residents on dirt roads, the two bags of chloride per "household" is a Road Commission policy. Mr. Dan Sobek who resides on Howard Drive and owns several parcels requested that the policy be changed to reflect the number of bags allowed to parcels owned and not just the parcel that a home sets on.

Commissioner Hanson reported that the county has applied for a \$267K grant for the work release program. The state has given the county 180 days to devise a plan for the administration of assigning public defenders for indigent persons. The county is working with another county and is hoping to be able to combine their efforts.

Dan Falkner, Lawrence Village Administrator reported that the ZBA approved the Lawrence Downs project, and construction will begin in October. The Freedom Bar & Grill is getting closer to opening. They are currently working with the health department for approval of equipment and systems. The CMAQ and the Safe Routes to School Trail are both looking into grants for project funding. The Shack will hold an open house on June 14th. Everyone is encouraged to attend and support local business. The next joint Village/Township meeting is scheduled for July 25th.

Chief Anchor informed the Board that the Electric Project is moving forward as scheduled. Midway Electric is now certified for the Consumer's Small Business Program. Mary Tinker stated that our estimated incentive is \$2173.00.

Treasurer Tinker informed the Board that due to lack of bank statements that she was not able to compile a financial report.

Clerk Thompson presented the May financial statements. Information was presented on the new voting system with pricing and grant information.

Motion by Thompson and seconded by Tinker to adopt the Resolution for Michigan Secretary of State grant funding for election equipment as presented. Roll call vote. All aye. Motion carried.
(See Attachment 1)

Motion by Thompson and seconded by Tinker to purchase a 2nd back up tabulator at a cost of \$4337.00. Roll call vote. All aye. Motion carried.

There was a ZBA hearing on May 8th for a setback variance which was denied. The property owners are trying to acquire additional property to resolve the zoning violation.

The Planning Commission is meeting on June 27th.

Under Old Business, Lance ~~Goodrow~~ Goodrode is still interested in purchasing the bank building according to a conversation he had with Clerk Thompson, but he has not signed the purchase agreement so we will continue to entertain offers.

Under new business, the Reynnells resolution has been tabled until the July board meeting.

Clerk Thompson informed the Board that Anita Ghastin and Donna Neyome-Ghastin have submitted their resignation(s) effective September 1, 2017. Anita has served as the township's assessor since 1990. She did offer a few recommendations for replacements.

A motion to regrettably accept the resignation of Anita Ghastin and Donna Neyome-Ghastin was made by Spenner and supported by Thompson. All ayes. Motion carried.

The date for the Truth in Taxation hearing will be set at the August meeting.

The new FOIA policy as well as procedures and forms were presented.

A motion by Thompson to accept the FOIA policy, procedures and forms as presented was supported by Spenner. All ayes. Motion carried. (See Attachment 2)

There was no public comment.

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 9:28 p.m.

Respectfully Submitted,

Attest,

Kim Thompson, Clerk

Donna Spenner, Supervisor

Lawrence Township Board Resolution

WHEREAS, the Lawrence Township Board wishes to apply to the Secretary of State for a grant to purchase a new voting system from Dominion Voting, which includes precinct tabulators, Absent Voter Counting Board (AVCB) tabulators (if applicable), accessible voting devices for use by individuals with disabilities, and related Election Management System (EMS) software.

WHEREAS, funding for the new voting system will be provided by the State, and will include a combination of Federal Help America Vote Act and State-appropriated funds. Local funding obligations, if any, are detailed in the attached Dominion quote.

WHEREAS, Lawrence Township plans to begin implementation of the new voting system in 2017.

NOW, THEREFORE, BE IT RESOLVED that the Lawrence Township Clerk is authorized to submit this Grant Application on behalf of Lawrence Township, Van Buren County.

The foregoing resolution offered by Board Member Thompson

Seconded offered by Board Member Tinker

Open roll call vote the following voted "aye" Thompson, Spencer, Tinker, Strawn, Reynolds
(list names of members voting "aye")

"nay" _____
(list names of members voting "nay")

The Supervisor declared the resolution adopted.

Donna Spencer
(Name)

Clerk: [Signature]
Donna Thompson
(Name)

June 8, 2017
(Date)

RESOLUTION OF THE LAWRENCE TOWNSHIP

BOARD OF TRUSTEES

REGARDING THE ADOPTION OF FOIA PROCEDURES AND FORMS

Said resolution is adopted at a REGULAR meeting held on 6-8-17 at 7:00 P.M.
at 205 N. Paw Paw St., Lawrence, MI 49064.

WHEREAS, the Board of Trustees recognizes the need to modified the FOIA procedures
and forms currently used by the Township.

WHEREAS, the Board of Trustees is in agreement with the adoption, posting, and
publishing of the presented FOIA forms, procedures, and summaries.

A motion to approve the above the above being made.

Motioning Board Member: Thompson
Seconded by: Spanner
Roll Call Vote: Yes: Thompson, Tinker, Spanner, Raynolds, Strand
No: _____

The resolution is adopted.

I hereby certify the foregoing constitutes a true and complete copy of a resolution by the
Lawrence Township, County of Van Buren, Michigan, Board of Trustees as indicated
above, at a regular or special meeting as indicated above, held on 6-8-17.

Date: _____
Kim Thomson
Kim Thomson, Lawrence Township Clerk