

Lawrence Township Regular Board Meeting October 12, 2017

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

Present - Donna Spenner, Supervisor; Kim Thompson, Clerk; Theresa Stroud, Treasurer; Russ Reynnells, Trustee.

Also Present: Brien Heckman, Rick Boze, Jeff Moses, Don Hanson, Sal Campagna and Glen Thomsen.

Motion made by Reynnells, and 2nd by Stroud to approve the September 14, 2017 Regular Board Meeting Minutes as amended and the September 28, 2017 Special Meeting Minutes as presented. Roll call vote. All ayes. Motion carried.

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

General Fund Totaling: \$25,140.39~~\$25,140.39~~

Expenditure	Amount	Description
Aerial Construction Company, Inc	\$7,000.00	Cemetery Tree Removal
Associated Government Services	\$350.00	Ordinance Enforcement
AT&T	\$96.19	Cemetery Communications/Phone Installment
Attorney Brien Heckman	\$646.00	Misc/Meetings/Variance
Ben Brousseau	\$93.12	Postage Reimbursement - Assessor
Comcast	\$52.96	Internet Service Provider
Consumer's Energy	\$63.98	Utilities-GF Fire Hall
Consumer's Energy	\$180.29	Utilities-Bank Bldg
Consumer's Energy	\$38.00	Utilities - Bank Bldg Settlement
Consumer's Energy	\$46.52	Utilities-Cemetery Memorial
Crystal Flash	\$134.79	Cemetery Fuel
First National Bank - Omaha	\$690.77	Website/Software/Training/Supplies
First National Bank - Omaha	\$469.92	Treasurer Computer Svs/Printer/Supplies/Postage
First National Bank - Omaha	\$88.17	Dpty Clerk Postage
First National Bank - Omaha	\$184.55	Sexton Equipment Maint/Tools/Supplies
First National Bank - Omaha	\$267.00	Supervisor Training
Frontier	\$99.03	Treasurer/Board Communications
Frontier	\$49.01	Cemetery Communications
IRS	\$1,299.43	EFTPS Monthly Tax Payment
JB Printing	\$188.08	Assessor Outside Services
Quality Door of South Haven	\$132.00	Overhead Door Repair
Remington Excavating	\$240.00	Cemetery Top Soil
Ricoh	\$220.88	Copier Contract
Siegfried & Crandall	\$2,950.00	Audit Fees
State of Michigan	\$222.48	Payroll Taxes

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US Postmaster	\$48.00	Post Office Box Annual Rental Fee
Van Buren County Clerk	\$54.60	3rd Quarter Voter Card Printing
Village of Lawrence	\$34.64	Garbage Service (Sept & Oct 2017)
Village of Lawrence	\$65.46	Utilities-Bank Bldg
Subtotal	\$16,005.87	
Payroll		
Benjamin Brousseau	\$1,959.90	Assessor Salary
Anita Ghastin	\$154.17	Land Division Payment
Donna Spenner	\$979.10	Supervisor Salary
Theresa Stroud	\$67.73	Treasurer Salary
Kim Thompson	\$931.18	Clerk Salary
Mary Tinker	\$818.10	Treasurer Salary
Subtotal	\$4,910.18	
Consent Items Already Paid		
Barry S. Earls	\$1,670.37	Sexton Wages (9/15/17; 9/29/17)
Charles Moses	\$280.59	PT Sexton Wages (9/15/17; 9/29/17)
Christopher Carpp	\$137.43	PT Sexton Wages (9/15/17; 9/29/17)
IRS	\$876.99	Federal Payroll Tax
State of Michigan	\$140.63	State Payroll Tax
Theresa Stroud	\$1,118.33	Dep Treasurer Wages (9/15/17; 9/29/17)
Subtotal	\$4,224.34	
Grand Total	\$25,140.39	\$25,140.39

LTES Fund Totaling: \$15,075.48

Expenditure	Amount	Description
Aflac	\$216.19	Optional Supplemental Insurance
BoundTree Medical	\$574.83	QR Operating Supplies
Bronson Healthcare Group	\$130.00	Drugs Screens
Bronson Lakeview Hospital	\$269.26	Epi Pen
Comcast	\$26.49	Internet Service
Consumers Energy	\$255.91	Utilities
Crown Trophy	\$28.20	Engraved Name Plates
Crystal Flash	\$299.80	Fuel Expense
First National Bank - Omaha	\$637.96	Supplies/Equip&FH Maint/Anti-Virus/FD Training
Frontier	\$147.03	Communications
IRS	\$821.93	EFTPS Payroll Taxes
Jim D's Body Shop	\$888.31	Outside Services
Mike Anchor	\$50.00	Communications Reimbursement
Moses Fire Equipment	\$333.44	F D - Personal Protection Equipment
Moses Fire Equipment	\$216.00	Cylinder Bottle Gas
Moses Fire Equipment	\$682.90	1726 Repair/Maint
Positive Promotions, Inc	\$737.46	Fire Prevention Week Items

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Ricoh	\$220.87	Copier Contract
Rose's Service Center	\$5.30	Equip Repair/Maint - Unit 1711
State of Michigan	\$155.87	Payroll Taxes
Touchtone Communications	\$45.22	Communications (Aug & Sept Invoices)
VB Co. Firefighter Training Comm	\$10.00	Forcible Entry Training - Mills
Village of Lawrence	\$34.66	Garbage Service (Sept & Oct Invoices)
Village of Lawrence	\$142.58	Utilities
Walmart	\$169.11	Supplies
Sub Total	\$7,099.32	
LTES Payroll		
Michael Beach	\$377.45	Wages
Charles Carpp	\$90.98	Wages
Michael Carpp	\$439.16	Wages
Michelle Curtis	\$573.91	Wages
Morgane Curtis	\$281.68	Wages
Barry S. Earls	\$267.03	Wages
James Fein	\$11.66	Wages
Steven Fry	\$24.65	Wages
William Gaborik	\$342.20	Wages
Rolla Hemingway	\$416.07	Wages
David Leach	\$12.93	Wages
Steven Lowe	\$443.78	Wages
Kyle Mead	\$271.65	Wages
Shawn Mead	\$12.36	Wages
Eric Mills	\$257.83	Wages
Kristina Pach	\$23.52	Wages
Linnea Rader	\$18.61	Wages
Sub Total	\$3,865.47	
Consent Items Already Paid		
Michael Anchor	\$1,716.30	Chief Salary ()
IRS	\$1,012.13	EFTPS Payroll Tax
Karen Hardin	\$1,216.51	Secretary Wages ()
State of Michigan	\$165.75	State Payroll Tax
Sub Total	\$4,110.69	
Grand Total	\$15,075.48	

Building Fund Totaling: \$1364.00

Date	Expenditure	Amount	Description
10/12/2017	AGS	\$1,364.00	2 Bldg/8 Elect/1 Mech/1 Plumbing
	Total Proposed Expenditures	\$1,364.00	

Reports:

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

Rick Boze, reporting for the Van Buren County Sheriff's Department, stated that there will be another 11-week Citizens Academy beginning January 17, 2018, and it will run until March 28, 2018.

Rick Boze, representing the VB Co. Road Commission, reported that chip and fog seal coating is done. With funds from license plate fees and gas tax, they were able to complete an extra 11 miles. The Road Commission is looking at options to obtain an additional 3 mills for primary roads. The Road Commission is currently undergoing internal restructuring.

Chief Anchor told the Board that in an effort to reduce report time he will report all monthly happenings in the "Info from the Chief" report and only verbally discuss questions, additional items of concern or resolution requests.

There was no report from Treasurer Stroud for September. She requested that any information that board members would like included in future reports, to let her know.

Clerk Thompson presented the September financial statements.

The ZBA had one application for review involving a lakeside set back variance, which was approved.

The Planning Commission will be reviewing the McDonald sign ordinance at their meeting later this month.

Dan Faulkner from the Village of Lawrence informed the Board that Brian Johnson has been promoted to DPW Supervisor. Safe Routes to School committee will be prioritizing sidewalks. They will be able to apply for another grant for additional funding next year.

There are three new businesses in the Village. A home healthcare business, a t-shirt screen printing business and the laundromat has reopened under new ownership. Equipment has been ordered for the river station. Chief Anchor has been asked to assist with the monitoring of leaf burning in the Village. Verizon will be constructing cellular equipment on the water tower.

Commissioner Don Hanson reported that the jail is two weeks behind in construction. Also, that ~~for indigent people defense~~ judges cannot pick attorneys. Investigative resources must be available to them. There must be a manager in place. The county is considering sharing this manager with Allegan county.

Under Old Business, the Board adopted a Resolution to join the West Michigan Public Works Mutual Aid Agreement and designate Mike Anchor as its Emergency Management Coordinator under a motion by Reynnells and second by Stroud. Roll call vote. All aye. Resolution Adopted.

(Attachment 1)

A Resolution approving the Handbook for Elected Officials and Employees was proposed by Thompson and second by Spenner. Roll call vote. All ayes. Resolution Adopted.

(Attachment 2)

A Resolution regarding the submission of the Proposed Amendments and Modifications of its Ordinances to the Planning Commission was proposed by Spenner and second by Stroud. Roll call vote. All ayes. Resolution Adopted.

(Attachment 3)

Under New Business, Supervisor Spenner recommended Denise Campagna to fill the ~~vacancy in the~~ Townships seat on the Van Buren District Library Board effective January 1, 2018. A Resolution to appoint Ms. Campagna to this seat was made by Spenner and second by Reynnells. Roll call vote. All aye. Resolution Adopted.

(Attachment 4)

The Board of Review is in need of a new member to replace Carl Whitman who resigned and moved from the area. In a motion by Spenner and second by Stroud, the Board of Trustees appointed current alternate Ken Thompson to fill the vacancy on the Board of Review. Roll call vote. All aye. Resolution adopted.

(Attachment 5)

Regarding the appointment of a new Deputy Treasurer, Treasurer Stroud motioned that the position be filled by Sheryl Moses. Motion was second by Spenner. Roll call vote. All aye. Resolution adopted.

(Attachment 6)

There were three recent dangerous structure hearings. All three parties have agreed to comply and close up the buildings.

The Village is considering the possibility of an enforcement officer separate of the Sherriff's Dept Deputy.

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 8:16 p.m.

Respectfully Submitted,

Attest,

Kim Thompson, Clerk

Donna Spenner, Supervisor

RESOLUTION OF THE LAWRENCE TOWNSHIP

BOARD OF TRUSTEES

At a regular meeting held at 205 N. Paw Paw St., Lawrence, MI 49064

REGARDING THE WEST MICHIGAN PUBLIC WORKS MUTUAL AID AGREEMENT

WHEREAS, the Township Board has reviewed the MCL 30.410, West Michigan Public Works Mutual Aid Agreement;

WHEREAS, the Township feels the mutual aid and assistance provided under said agreement will be beneficial to the Township residents;

WHEREAS, the Township has considered the nomination of an Emergency Management Coordinator;

NOW THEREFORE, THE LAWRENCE TOWNSHIP BOARD OF TRUSTEES HEREBY RESOLVES to join the WEST MICHIGAN PUBLIC WORKS MUTUAL AID AGREEMENT and designates Mike Anchor as its Emergency Management Coordinator.

Motioning Board Member:

Seconded by:

Roll Call Vote:

Yes:

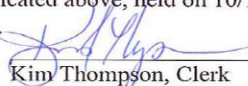
No:

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 10/12/2017.

Date:

10/12/2017


Kim Thompson, Clerk

Attachment 2

RESOLUTION OF THE LAWRENCE TOWNSHIP

BOARD OF TRUSTEES

At a regular meeting held at 205 N. Paw Paw St., Lawrence, MI 49064

**REGARDING APPROVAL OF THE HANDBOOK FOR
ELECTED OFFICIALS AND EMPLOYEES**

WHEREAS, the Board has the **Handbook for Elected Officials and Employees**
prepared by Kim Thompson;

NOW THEREFORE, the Board hereby approves the use of the Handbook;

Motioning Board Member:

Seconded by:

Roll Call Vote:

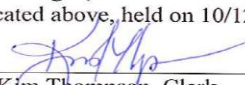
Yes:

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 10/12/2017.

Date: 10/12/2017


Kim Thompson, Clerk

Attachment 3

RESOLUTION OF THE LAWRENCE TOWNSHIP

BOARD OF TRUSTEES

At a regular meeting held at 205 N. Paw Paw St., Lawrence, MI 49064

**REGARDING THE SUBMISSION OF THE PROPOSED AMENDMENTS AND
MODIFICATIONS OF ITS ORDINANCES TO THE PLANNING COMMISSION**

WHEREAS, the Board has reviewed various amendments and modifications to its Ordinances;

WHEREAS, zoning amendments are to be approved after planning commission review;

NOW THEREFORE, the Board hereby approves the submission of the amendments and modifications of the Ordinances to the planning commission.

Motioning Board Member: Spenner
Seconded by: Stroud

Roll Call Vote: Yes: Spenner, Stroud, Thompson, Reynells
No: _____

The resolution is adopted.

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Date: 10/12/2017

Kim Thompson
Kim Thompson, Clerk

RESOLUTION OF THE LAWRENCE TOWNSHIP

BOARD OF TRUSTEES

At a regular meeting held at 205 N. Paw Paw St., Lawrence, MI 49064

REGARDING THE APPOINTMENT OF A NEW LIBRARY BOARD MEMBER

WHEREAS, the Township has a seat on the Van Buren District Library Board (VBDLB);

WHEREAS, a need exists to fill a vacancy in the Township's seat on the VBDLB;

WHEREAS, the Township Board is in agreement to appoint Denise Compagna to sit on the VBDLB effective Jan 1, 2018;

NOW THEREFORE, THE LAWRENCE TOWNSHIP BOARD OF TRUSTEES HEREBY RESOLVES and approves of the aforementioned appointment effective as stated.

Motioning Board Member: Spenner

Seconded by: Reynells

Roll Call Vote:

Yes:

Spenner, Stroud, Reynells, Thompson

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 10/12/2017.

Date:

10/12/17

Kim Thompson, Clerk

RESOLUTION OF THE LAWRENCE TOWNSHIP

BOARD OF TRUSTEES

At a regular meeting held at 205 N. Paw Paw St., Lawrence, MI 49064

REGARDING THE APPOINTMENT OF A NEW BOARD OF REVIEW

WHEREAS, the Township requires a Board of Review for proper functioning of the Township;

WHEREAS, the members on the Board of Review must be residents and tax payers in the Township;

WHEREAS, A member of the township board may **not** serve on the board of review or fill any vacancy; AND further, a spouse, mother, father, sister, brother, son or daughter, including an adopted child, of the **assessor** is **not** eligible to serve on the board or fill any vacancy;

WHEREAS, the members appointed to the Board of Review must take their constitutional oath within 10 days of appointment;

NOW THEREFORE, THE LAWRENCE TOWNSHIP BOARD OF TRUSTEES
HEREBY RESOLVES to appoint the following individuals at the above compensation to the Board of Review: Ken Thompson

Motioning Board Member: Spenner
Seconded by: Stroud

Roll Call Vote: Yes: Ryanells, Thompson, Stroud, Spenner
No: _____

The resolution is adopted.

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Date: 10/12/17

Kim Thompson
Kim Thompson, Clerk

RESOLUTION OF THE LAWRENCE TOWNSHIP

BOARD OF TRUSTEES

At a regular meeting held at 205 N. Paw Paw St., Lawrence, MI 49064

REGARDING THE APPOINTMENT OF A DEPUTY TREASURER

WHEREAS, the Township Board has received the nomination of Theresa Stroud, treasurer, for the appointment of a deputy;

WHEREAS, the Township feels that a deputy is needed and agrees that the appropriate rate of pay for said deputy is \$ 10 per hr.;

WHEREAS, said position is terminable at will;

NOW THEREFORE, THE LAWRENCE TOWNSHIP BOARD OF TRUSTEES
HEREBY RESOLVES to appoint Sheryl Moses as deputy treasurer to
serve under Theresa Stroud at her direction, and serve at the above rate of pay;

Motioning Board Member: Stroud

Seconded by: Spencer

Roll Call Vote:

Yes:

No:

Stroud, Reynolds, Thompson, Spencer

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 10/12/2017.

Date:

10/12/17

Kim Thompson, Clerk