

Lawrence Township Regular Board Meeting April 12, 2018

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

Present: Donna Spenner, Supervisor; Kim Thompson, Clerk; Theresa Stroud, Treasurer; Russ Reynnells, Trustee and Sal Campagna, Trustee.

Also Present: Brien Heckman, Rick Boze, Don Hanson, Jeff Moses, Sheryl Moses, Gordon Hover, Klass Maring and Tim Keller.

Motion by Reynnells and second by Campagna to approve the March 3, 2018 Budget Workshop Minutes, March 8, 2018 Regular Board Meeting Minutes, March 10, 2018 Budget Workshop Minutes and the March 15, 2018 Special Meeting Minutes. Approval of all as presented. Roll call vote. All aye. Motion carried.

Motion by Reynnells and second by Campagna to approve the April 12, 2018 expenditures as presented. Roll call vote. All aye. Motion carried.

General Fund Totaling: \$21,513.13

Expenditure	Amount	Description
Associated Government Services	\$50.00	Zoning Permit
AT&T	\$80.98	Cemetery Communications/Equipment
Attorney Brien Heckman	\$1,878.50	Misc/Meetings/Building & Zoning/ZBA
Consumer's Energy	\$114.85	Utilities-GF Fire Hall
Consumer's Energy	\$38.00	Utilities - Bank Bldg Settlement
Consumer's Energy	\$48.85	Utilities-Cemetery Memorial
Consumer's Energy	\$89.52	Utilities - Bank Building
Crystal Flash	\$87.20	Cemetery Fuel
David Chapman Agency	\$7,168.60	Annual Insurance Renewal Package
Doubleday Office Products	\$29.99	Cemetery Office Supplies
First National Bank - Omaha	\$296.07	Cemetery Maint/Library Maint/FH Equip/Assessor Equip
First National Bank - Omaha	\$117.98	Assessor Postage/Website/FireKing Cabinet Keys
Frontier	\$663.18	Treasurer/Board/Cemetery Communications
IRS	\$1,106.78	EFTPS Monthly Tax Payment
JB Printing	\$312.20	Assessor Postage
Pontem Software	\$800.00	On line Burial Search Renewal
Ricoh	\$209.72	Copier Contract
State of Michigan	\$189.83	Payroll Taxes
Thayre, Inc.	\$32.15	Cemetery Supplies
Tyco Integrated Security	\$60.00	FH - Key Fobs and Cards
Van Buren Co Clerk	\$33.25	Voter Card Printing for 1st Q 2018
Van Buren Co. Road Commission	\$204.00	Stuut Driveway Culvert
Village of Lawrence	\$17.34	Utilities-Bank Bldg - Final
Vineyard Press, Inc	\$399.60	BOR/Board of Trustees Publishing

Subtotal	\$14,028.59	
Payroll		
Ben Brousseau	\$2,011.04	Assessor Salary
Donna Spenner	\$983.27	Supervisor Salary
Kim Thompson	\$997.43	Clerk Salary
Theresa Stroud	\$955.35	Treasurer Salary
Subtotal	\$4,947.09	
Consent Items Already Paid		
Barry S. Earls	\$1,588.96	Sexton Wages (3/16/18; 3/30/18)
Chris Carpp	\$146.01	PT Sexton Wages (3/16/18; 3/30/18)
IRS	\$554.72	Federal Payroll Tax
Sheryl Moses	\$147.57	Dep Treasurer Wages (3/16/18; 3/30/18)
State of Michigan	\$100.19	State Payroll Tax
Subtotal	\$2,537.45	
Grand Total	\$21,513.13	

LTES Fund Totaling: \$33,715.43

Expenditure	Amount	Description
Aflac	\$216.19	Optional Insurance Coverage
Big T	\$1,900.00	Pre Pay for Annual FD Dinner
Bronson Healthcare Group	\$70.00	Physical - Pach
Christina Benson	\$50.00	QR Training
Consumers Energy	\$459.40	Utilities
Crown Trophy	\$180.00	Plaques and Engraving - Community Promo
Crystal Flash	\$247.66	Fuel Expense
David Chapman Agency	\$10,968.40	Annual Insurance Expense
Doubleday Office Products	\$57.68	Office Supplies
First National Bank - Omaha	\$432.65	Supplies/FH Maint/AntiVirus/Comm Promo
First National Bank - Omaha	\$350.82	Supplies/Office Supplies/Equip/FD Training/Bldg Maint
Fred White	\$180.00	FD Training
Frontier	\$326.63	Communications
IRS	\$518.31	EFTPS Payroll Taxes
Lane Automotive	\$392.91	Repair to #1766 (Front end issue)
Mike Anchor	\$50.00	Communications Reimbursement
Mike Anchor	\$95.48	Cash Reimbursement of Operating Supplies
Mike Anchor	\$200.00	Annual Reimbursement for 1711 Electric Usage
Miller Thermometer	\$100.00	Weather Station
Moses Fire Equipment	\$1,808.54	Service on 1726
Moses Fire Equipment	\$425.05	Batteries/Ropes/Flares/Tags
Moses Fire Equipment	\$158.00	Structural Gloves/Stretch Suspenders
Moses Fire Equipment	\$82.00	High Back Suspenders X Long
Rathco Safety Supply Co.	\$42.38	Signs

Ricoh	\$308.99	Copier Contract
Roe Comm	\$346.75	Pager Battery Packs & Clips
SecurAlarm	\$408.00	Annual Alarm Maint
State of Michigan	\$114.66	Payroll Taxes
Target Solutions, LLC	\$539.55	QR On-line Training
Thayer	\$13.34	FH - Building Maint
Tyco Integrated Security	\$240.00	Key Fobs and Cards
Tyco Integrated Security	\$1,152.55	Annual Security System Maint
Uline	\$225.54	FH - Building Maint
VB County Chiefs Association	\$50.00	2018 Membership Dues
Sub Total	\$22,711.48	
LTES Payroll		
Michael Beach	\$213.40	Wages
Charles Carpp	\$109.72	Wages
Michael Carpp	\$387.77	Wages
Michelle Curtis	\$315.22	Wages
Morgane Curtis	\$148.07	Wages
Barry S. Earls	\$295.90	Wages
James Fein	\$169.00	Wages
Steve Fry	\$47.27	Wages
William Gaborik	\$220.81	Wages
Rolla Hemingway	\$365.05	Wages
Steven Leach	\$12.94	Wages
Steven Lowe	\$310.10	Wages
Shawn Mead	\$14.26	Wages
Eric Mills	\$148.06	Wages
Kristina Pach	\$15.68	Wages
Linnea Rader	\$9.31	Wages
Sub Total	\$2,782.56	
Consent Items Already Paid		
Michael Anchor	\$3,531.62	Chief Salary (3/16/18; 3/30/18)
IRS	\$1,874.82	EFTPS Payroll Tax
Karen Hardin	\$2,483.45	Secretary Wages (3/16/18; 3/30/18)
State of Michigan	\$331.50	State Payroll Tax
SubTotal	\$8,221.39	
Grand Total	\$33,715.43	

Building Fund Totaling: \$1,768.00

Expenditure	Amount	Description
AGS	\$1,768.00	4 Bldg/3 Elect/1 Mech/2 Plumbing
Total Proposed Expenditures	\$1,768.00	

Rick Boze, reporting for the Van Buren County Sheriff's Department reported that there were 41 total incidents for the month of March.

Rick Boze, representing the Van Buren County Road Commission had a handout on the chemicals involved in the vegetation spray. The Road Commission will contact the state to determine if the spray can be used near waterways. There were 14 service requests in March and 38 failed culverts from the rains and thaw. VBRC will be asking for 3 mills for county road improvements.

Chief Anchor requested that the Board recognize Kyle Mead as an Honorary Member of the LTES. A motion was made by Reynnells and second by Spenner to approve honorary membership for Kyle Mead. All aye. Motion carried.

The A/C unit at the fire station is in need of repair. A motion was made by Spenner and seconded by Campagna to obtain bids to replace the A/C, Heating unit up to \$7850.00. Roll call vote. All aye. Motion carried.

The truck extraction training over the weekend was very valuable and went well. Great Lakes Drone Company out of Watervliet gave a demonstration of their services. They have drones available with thermal image cameras at no cost to the department if needed.

The LTES Annual Appreciation Dinner is scheduled for May 5, 2018 at Big T in Lawton.

The drafting of a periodic newsletter was discussed, and the Chief also stated that the electrical project in the truck bay will begin soon.

Commissioner Hanson reported that the county has hired Karee Krause as the new Veteran's Service Officer. The jail construction project is nearing completion. The septic system at the fairgrounds has failed and is in need of repair.

There was no report from the ZBA.

There was no report from the Village of Lawrence.

Treasurer Stroud submitted her financial report. She also stated that the delinquent personal property tax collection is going well. She is working with the county to go on the cloud with BS&A for tax payments.

Clerk Thompson reviewed the March financial statements. The annual audit will be scheduled in July. Par Plan has an opening on their Board of Directors if anyone is interested.

The supervisory duties for the cemetery sexton will be switched from the Supervisor to the Clerk.

There was no report from the Planning Commission, but there is a meeting scheduled for April 24th.

Old Business

The bank building has been sold and the payment check has been deposited.

The Board went into closed session at 8:01 p.m. with a motion by Reynnells and second by Campagna. All aye.

A motion was made by Reynnells and second by Campagna to go into closed session to discuss the purchase of property. Roll call vote. All aye. Closed session began at 8:10 p.m.

Closed session ended and the regular board meeting resumed at 8:40 p.m. per a motion made by Reynnells and second by Campagna. Roll call vote. All aye. Motion carried.

New Business

Motion by Reynnells and second by Campagna to purchase the Lions Club building and property for a price of \$80,000.00. Purchase is conditional dependent upon state inspection and standard contingencies. Roll call vote: Spenner, abstain; Thompson, aye; Stroud, aye; Reynnells, aye; Campagna, aye. Motion carried.

Motion by Reynnells and second by Campagna to authorize Clerk Thompson to sign the purchase agreement for the purchase of the property on behalf of the Township Board. Roll call vote: Spenner, abstain; Thompson, aye; Stroud, aye; Reynnells, aye; Campagna, aye. Motion carried.

Attorney Heckman presented the Personal Property Tax Agreement. This agreement allows the Township Treasurer and the Taxpayer to agree to specific payment terms in the case of delinquent personal property taxes. (Attachment 1)

A motion was made by Thompson and second by Reynnells to accept the Personal Property Tax Agreement as presented. All aye. Motion carried.

A Resolution regarding the Lawrence Township General Appropriations Act was discussed and tabled pending discussion with the township auditor.

Supervisor Spenner lead a discussion regarding the duties and procedures of the Blight Officer. The Board discussed having the Sheriff's Department provide an officer on a paid per hour basis. Supervisor Spenner will meet with Sheriff Abott to discuss the specifics. Based on this discussion, there was a motion by Campagna and second by Reynnells to discontinue the agreement for the enforcement officer with Lawrence Village.

Attorney Heckman presented to the Board revisions to the Zoning Ordinance and the Code of Compiled Ordinances, Vol II. After a page by page review of each, the following motions were made.

Motion by Thompson and second by Reynnells to approve the zoning amendments as revised. Roll call vote. All aye. Motion carried.

Motion by Campagna and second by Stroud to approve the non-zoning amendments as revised. Roll call vote. All aye. Motion carried.

Motion by Spenner and second by Stroud to approve the Resolution to Set Permit Fees for Peddlers and Solicitors as revised. All aye. Motion carried. (Attachment 2)

Public Comment

There was no public comment.

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

Meeting adjourned at 9:43 p.m.

Respectfully Submitted,

Attest,

Kim Thompson, Clerk

Donna Spenner, Supervisor