

## Lawrence Township Regular Board Meeting

**November 8, 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. Absent: Sal Campagna, Trustee

Also Present: Attorney Brien Heckman, Chief Mike Anchor, Richard Schramm, Rick Boze, Mike Carpp, Officer Todd Skinner, Marta McCabe, Michele West, Bill Hoffman, Andy Jursczak and Floyd Fisher.

Motion by Reynnells and second by Stroud to approve the October 11, 2018 Regular Board Meeting Minutes as amended and the October 17, 2018 Special Meeting Minutes as presented. All aye. Motion carried.

Motion by Reynnells and second by ~~Campagna-Stroud~~ to approve the November 2018 expenditures as amended. Roll call vote. All aye. Motion carried.

**General Fund Totaling: \$15,050.62**

Expenditure	Amount	Description
Aflac	\$115.40	Optional Insurance
Associated Government Services	\$525.00	ZBA/PC/Ordinance Violation
AT&T	\$82.41	Cemetery Communications
Attorney Brien Heckman	\$790.50	Misc/Meetings/ZBA790.50
Best Way Disposal	\$74.20	NTH Garbage Service
Comcast	\$39.96	Internet Service Provider
Consumer's Energy	\$68.39	Utilities-GF Fire Hall
Consumer's Energy	\$77.76	Utilities-Cemetery Memorial
Crystal Flash	\$177.53	Cemetery Fuel
Election Source	\$32.35	Voter Access Cards
Election Source	\$247.30	Supplies
Field Heating and Plumbing	\$270.00	Library - In Floor Heating Repair
First National Bank - Omaha	\$1,705.55	Postage/Supplies/Software/Library Repairs/NTH Repairs
Frontier	\$239.75	Communications
IRS	\$1,182.53	EFTPS Monthly Tax Payment
Jim's Outdoor Powerland	\$72.64	Cemetery Equipment Repair
Michigan Election Resources	\$310.14	Election Supplies
Ricoh	\$99.07	Copier Contract
State of Michigan	\$207.59	Payroll Taxes
Thayre	\$685.20	New Town Hall Supplies
Thayre	\$9.74	Fire Hall Supplies

Village of Lawrence	\$16.88	Garbage Service
Vineyard Press, Inc	\$42.67	Combined Registration Notice - Elections
<b>Subtotal</b>	<b>\$7,072.56</b>	
<b>Payroll</b>		
Ben Brousseau	\$2,011.04	Assessor Salary
Donna Spenner	\$1,042.00	Supervisor Salary
Kim Thompson	\$1,047.45	Clerk Salary
Theresa Stroud	\$1,203.00	Treasurer Salary
<b>Subtotal</b>	<b>\$5,303.49</b>	
<b>Consent Items Already Paid</b>		
Barry S. Earls	\$1,540.95	Sexton Wages (10/12/18; 10/26/18)
Charlie Moses	\$263.42	PT Sexton Wages (10/12/18; 10/26/18)
Chris Carpp	\$94.48	PT Sexton Wages (10/12/18; 10/26/18)
IRS	\$566.61	Federal Payroll Tax
State of Michigan	\$105.60	State Payroll Tax
Sheryl Moses	\$103.51	Dep Treasurer Wages (10/12/18; 10/26/18)
<b>Subtotal</b>	<b>\$2,674.57</b>	
<b>Grand Total</b>	<b>\$15,050.62</b>	

**LTES Fund Totaling: \$23,348.05**

<b>Expenditure</b>	<b>Amount</b>	<b>Description</b>
Aflac	\$122.43	Optional Insurance
BoundTree Medical	\$26.40	QR Operating Supplies
Christina Benson	\$50.00	QR Training
Comcast	\$19.99	Internet Service
Consumers Energy	\$273.56	Utilities
Crystal Flash	\$642.90	Fuel Expense
First National Bank - Omaha	\$1,543.79	Supplies/FD&QR Trn/Equip/Equip Maint/Computer H'ware
Frontier	\$118.09	Communications
IRS	\$492.08	EFTPS Payroll Taxes
Michigan Association of Fire Chiefs	\$125.00	Membership Dues
Mike Anchor	\$70.00	Communications Reimbursement
Moses Fire Equipment	\$1,460.00	Annual Pump Testing
New Pig	\$750.59	HazMat Supplies
North Breathing Air, LLC	\$445.00	Semi Annual Compressor Service
Nye Uniform	\$332.96	FD - Personal Protection Equipment
Positive Promotions, Inc.	\$566.09	Fire Prevention Week Supplies
Rescue Resources	\$859.75	Annual Equipment Maint
Ricoh	\$99.06	Copier Contract
Roe-Comm	\$110.00	Communications - Pagers
Smith's Concrete Cutting	\$2,800.00	Install Ballard Posts

State of Michigan	\$111.30	Payroll Taxes
Thayre, Inc.	\$38.95	Fire Hall Supplies
Van Buren Technology Center	\$435.00	QR Training - Morgane Curtis
Village of Lawrence	\$16.88	Garbage Service
Village of Lawrence	\$218.40	Utilities
Walmart	\$409.31	Supplies/Community Promo
Wolverine Power Systems	\$496.60	Generator Annual Maint
<b>Sub Total</b>	<b>\$12,511.70</b>	
<b>LTES Payroll</b>		
Michael Beach	\$155.19	Wages
Michael Carpp	\$453.69	Wages
Michelle Curtis	\$184.15	Wages
Morgane Curtis	\$199.10	Wages
Barry S. Earls	\$204.34	Wages
James Fein	\$168.99	Wages
Steve Fry	\$110.96	Wages
William Gaborik	\$197.95	Wages
Rolla Hemingway	\$402.46	Wages
Steven Lowe	\$405.89	Wages
Eric Mills	\$20.41	Wages
<b>Sub Total</b>	<b>\$2,503.13</b>	
<b>Consent Items Already Paid</b>		
Michael Anchor	\$3,509.37	Chief Salary (10/12/18; 10/26/18)
Karen Hardin	\$2,607.83	Secretary Wages (10/12/18; 10/26/18)
State of Michigan	\$329.38	State Payroll Tax
IRS	\$1,886.64	EFTPS Payroll Tax
<b>Subtotal</b>	<b>\$8,333.22</b>	
<b>Grand Total</b>	<b>\$23,348.05</b>	

**Building Fund Totaling: \$1,972.00**

Expenditure	Amount	Description
AGS	\$1,972.00	3 Bldg/1 Elect/4 Mech
<b>Total Proposed Expenditures</b>	<b>\$1,972.00</b>	

**Road Fund Totaling: \$53,289.86**

Expenditure	Amount	Description
VB Co Road Commission	\$29,557.13	Contract Gravel
VB Co Road Commission	\$23,732.73	Liquid Dust Control
<b>Total Proposed Expenditures</b>	<b>\$53,289.86</b>	

**Van Buren County Sheriff Department**

Officer Todd Skinner reported that there were 20 calls for the month of October.

**Van Buren County Road Commission**

Rick Boze reported that due to the defeat of the proposed road millage at the recent general election, that more 1 and 2 classified roads may be pulverized. The snow plowing policy will be the same as last year with primary roads being plowed with 4" of snow and primary and local being plowed with 8" of snow. Mr. Boze reported 20 service requests for the month of October, with 1 unresolved.

The Board questioned why a Resolution was passed to make all Road Commissioners at large vs representing geographic areas. Mr. Boze explained that it was due to some townships don't communicate with their commissioner or VBRC and some commissioners don't attend their local townships' meetings.

Trustee Reynnells raised concerns regarding the present state of CR 374. Several residents have issues with the poor condition of the road and large chunks of asphalt in the road. Mr. Boze suggested that the individual residents should call the Road Commission with their complaints.

**Van Buren County Board of Commissioners**

There was no report from Commissioner Hanson.

**Richard Schramm**

The architect for the new townhall building, presented the proposed floor plan. He will prepare building plans to submit for bid by January 4, 2019, which will be reviewed at the January Board Meeting.

**Reynolds Lake Special Assessment**

Mr. Bill Hoffman presented a petition request to establish a special assessment district for weed control on Reynolds Lake. Attorney Heckman suggested that this be submitted to the township assessor for review and recommendations.

Resolution (2018-021), regarding a feasibility review of the proposed Reynolds Lake Special Assessment District was adopted as a result of a motion by Thompson and second by Reynnells. Roll call vote. All aye. (Attachment 1)

**LTES**

Chief Anchor informed the Board that the FEMA Grant for air packs, bottles and face masks has been submitted. The Chief would also like to submit a grant application to PAR Plan for the installation of cameras in all township owned vehicles.

A Resolution (2018-022), to approve the grant application submission to Michigan Townships Participating Plan for the Risk Reduction Grant Program was made in a motion by Reynnells and second by Stroud. Roll call vote. All aye. Resolution was adopted. (Attachment 2)

The county wide training burn scheduled for this Saturday has been cancelled due to the impending cold/windy weather. It will be re-scheduled in the spring.

**Treasurer**

Treasurer Stroud presented the treasurer's report. The necessary paperwork has been signed to dismiss the delinquent personal property taxes. Attorney Heckman will file with the court tomorrow.

**Clerk**

Clerk Thompson presented the financial reports for October. The recent General Election resulted in 1158 total voters in our prescient with 220 of them begin AV ballots.

**ZBA**

No meeting, no report

**Planning Commission**

Attorney Heckman will present the proposed ORV Ordinance at the December meeting.

**Village of Lawrence**

No report from the Village of Lawrence.

**Old Business**

None

**New Business**

A Resolution (2018-023) was adopted to approve the 2019 Federal Poverty Guidelines, setting the asset level requirement, and approving the Township's Hardship Application. Motion by Spenner and second by Reynnells. Roll call vote. All aye. Resolution adopted.

**Public Comment**

In light of the passing of proposal #1 at the General Election regarding the legalization of recreational marijuana use, Trustee Reynnells suggested that the Township update the township policy handbook to include the use of marijuana and/or alcohol.

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

Meeting adjourned at 9:10 p.m.

Respectfully Submitted,

Attest,

Kim Thompson, Clerk

Donna Spenner, Supervisor

Approved: December 13, 2018

Attachment 1.

RESOLUTION # 2018-021

**RESOLUTION OF THE LAWRENCE TOWNSHIP**

**BOARD OF TRUSTEES**

REGARDING A FEASIBILITY REVIEW OF THE PROPOSED REYNOLDS  
LAKE SPECIAL ASSESSMENT DISTRICT

Said resolution is adopted at a REGULAR meeting held on 11/08/2018 at 7:00 P.M.  
at 205 N. Paw Paw St., Lawrence, MI 49064.

WHEREAS, the Lawrence Township Board of Trustees has reviewed a Petition  
regarding a proposed special assessment district for Reynolds Lake;

WHEREAS, the Township desires to have a clear estimate of the assessment and costs  
associated therewith;

NOW THEREFORE, THE LAWRENCE TOWNSHIP BOARD OF TRUSTEES  
HEREBY RESOLVES as follows:

- 1) The Township shall prepare or have ordered plans describing improvement, its  
location, with estimates of costs on a fixed OR periodic basis, as may be  
appropriate;
- 2) As well as an estimate of the potential assessment on the effected properties; said  
estimate being in the form of a general estimate such as cost per \$1,000 of  
property or per foot of frontage; or per parcel;
- 3) The Township Attorney and Assessor to provide assistance in developing the  
plan; and
- 4) All quotes, costs, and plans to be filed with the Clerk;

Motioning Board Member: Thompson

Seconded by: Reynolds

Roll Call Vote:

Yes:

No:

Stroud, Thompson, Spenner, Reynolds

**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 11/08/2018.

Date:

11/8/18

Kim Thompson, Clerk

Attachment 2.

RESOLUTION OF THE LAWRENCE TOWNSHIP 2018-022

**BOARD OF TRUSTEES**

**REGARDING THE APPLICATION FOR THE MICHIGAN TOWNSHIP  
PARTICIPATING PLAN RISK REDUCTION GRANT PROGRAM**

Said resolution is adopted at a **REGULAR** meeting held on 11/08/2018 at 7:00 P.M.  
at 205 N. Paw Paw St., Lawrence, MI 49064.

**WHEREAS**, the Board of Trustees recognizes the need to participate in risk reduction programs throughout all departments within the Township.

**WHEREAS**, the Board of Trustees is in support of the requests contained within the MICHIGAN TOWNSHIP PARTICIPATING PLAN RISK REDUCTION GRANT PROGRAM (RRGP) application as presented by Fire Chief Michael Anchor.

**A motion to approve** the submission/application for the MICHIGAN TOWNSHIP PARTICIPATING PLAN RISK REDUCTION GRANT PROGRAM (RRGP) being submitted.

Motioning Board Member: Reynnells  
Seconded by: Stroed

Roll Call Vote: Yes: Reynnells, Thompson, Spenner, Stroed  
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 11/08/2018.

Date: 11/8/18

Kim Thompson  
Kim Thompson, Lawrence Township Clerk

Attachment 3.

RESOLUTION # 2018-023

**RESOLUTION OF THE LAWRENCE TOWNSHIP**

**BOARD OF TRUSTEES**

**APPROVING THE USE OF THE 2019 FEDERAL POVERTY GUIDELINES,  
SETTING THE ASSET LEVEL REQUIREMENT, AND APPROVING THE  
TOWNSHIP'S HARDSHIP APPLICATION**

Said resolution is adopted at a REGULAR meeting held on 11/08/2018 at 7:00 P.M.  
at 205 N. Paw Paw St., Lawrence, MI 49064.

WHEREAS, the Lawrence Township Board of Trustees has reviewed the 2019  
FEDERAL POVERTY GUIDELINES, the ASSESSOR'S recommended asset level of  
\$15,000, and a proposed Township HARDSHIP APPLICATION;

NOW THEREFORE, THE LAWRENCE TOWNSHIP BOARD OF TRUSTEES  
HEREBY RESOLVES as follows:

- 1) The 2019 Federal Poverty Guidelines are approved and adopted for use;
- 2) The asset level requirement is set at \$15,000; and
- 3) The proposed Township HARDSHIP APPLICATION is adopted.

Motioning Board Member: Spenner

Seconded by: Reynnells

Roll Call Vote:

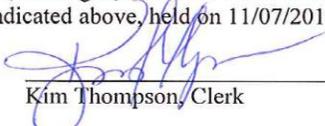
Yes: Reynnells, Stroud, Thompson, Spenner

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 11/07/2018.

Date: 11/8/2018

  
\_\_\_\_\_  
Kim Thompson, Clerk