

Lawrence Township Regular Board Meeting

January 10, 2019

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; Mike Carpp, Trustee.

Also Present: Attorney Brien Heckman, Chief Mike Anchor, Rick Boze, Maria DiPrima, Jeff Moses, Agnes Moffett, Dan Abbott, Scott Conklin, Josh Przygocki, Scott Earls, Linda Norton and Steve Rogusta.

Motion by Reynnells and second by Carpp to approve the December 13, 2018 Regular Board Meeting Minutes as presented. All aye. Motion carried.

Motion by Reynnells and second by Carpp to approve the January 2019 expenditures as amended. Roll call vote. All aye. Motion carried.

General Fund Totaling: **\$20,232.82**

Expenditure	Amount	Description
AED Market	\$1,590.00	2 AED's for NTH
Aflac	\$115.40	Optional Insurance
Apex Software	\$445.00	Assessor Software Maint Renewal
Associated Government Services	\$70.00	Land Div/Combo Permit - November 2018
Associated Government Services	\$50.00	Zoning Permit - October 2018
AT&T	\$82.41	Cemetery Communications
Attorney Brien Heckman	\$1,034.92	Misc/Meetings/Variance
Best Way Disposal	\$73.53	Garbage Service - NTH
Comcast	\$39.96	Internet Service Provider
Consumer's Energy	\$122.49	Utilities-GF Fire Hall
Consumer's Energy	\$93.32	Utilities-Cemetery Memorial
Consumer's Energy	\$589.35	Utilities - New Town Hall (Nov & Dec Invoices)
Cougar Mountain	\$2,026.00	Annual Renewal
Crystal Flash	\$112.44	Cemetery Fuel Expense
Crystal Flash	\$65.52	Cemetery Fuel Expense (November Invoice)
Deluxe	\$263.17	LTES Check Printing
Doubleday Office Products	\$570.59	Office Supplies/Printer Ink
Field Plumbing & Heating	\$129.00	Library Boiler Maint
First National Bank - Omaha	\$1,085.60	Cemetery Equip Maint/Auto Salter/Trailer Harness
First National Bank - Omaha	\$110.47	Postage/Software/Computer Cable
First National Bank - Omaha	\$237.00	Trustee Training
Frontier	\$242.15	Communications

Lawrence Township Regular Board Meeting – FINAL

January 10, 2019

Page 2 of 8

IRS	\$1,409.65	EFTPS Monthly Tax Payment
Mike Carpp	\$126.89	Training Expense Reimbursement
Quill	\$59.97	Desk Calendars (3)
Ricoh	\$143.97	Copier Contract
State of Michigan	\$250.10	Payroll Taxes
Thayer	\$21.89	FH Supplies
Village of Lawrence	\$16.92	Garbage Service
Village of Lawrence	\$79.53	Utilities-NTH
Wolf Kubota	\$222.02	Equipment Repairs/Maint
Subtotal	\$11,479.26	
Payroll		
Ben Brousseau	\$2,012.84	Assessor Salary
Donna Spenner	\$1,042.00	Supervisor Salary
Kim Thompson	\$1,049.54	Clerk Salary
Michael Carpp	\$220.24	Trustee Salary - 4th Q 2018 (1/2 Salary)
Russell Reynnells	\$362.50	Trustee Salary - 4th Q 2018
Salvatore Campagna	\$220.24	Trustee Salary - 4th Q 2018 (1/2 Salary)
Theresa Stroud	\$1,203.00	Treasurer Salary
Subtotal	\$6,110.36	
Consent Items Already Paid		
Barry S. Earls	\$1,695.90	Sexton Wages (12/21/18; 1/4/19)
Chris Carpp	\$111.66	PT Sexton Wages (12/24/18; 1/4/19)
IRS	\$585.91	Federal Payroll Tax
State of Michigan	\$104.37	State Payroll Tax
Sheryl Moses	\$145.36	Dep Treasurer Wages (12/24/18; 1/4/19)
Subtotal	\$2,643.20	
Grand Total	\$20,232.82	

LTES Fund Totaling: \$21,858.86

Expenditure	Amount	Description
AED Market	\$2,770.00	3 AED's
Aflac	\$122.43	Optional Insurance
BoundTree Medical	\$201.20	QR Operating Supplies
Comcast	\$19.99	Internet Service
Consumers Energy	\$489.94	Utilities
Crystal Flash	\$448.47	Fuel Expense
Crystal Flash	\$214.66	Fuel Expense (November Invoice)
First National Bank - Omaha	\$1,184.89	Supplies/FD Training/Equipment/Community Promo
Frontier	\$119.26	Communications
IRS	\$287.81	EFTPS Payroll Taxes

Lawrence Township Regular Board Meeting – FINAL

January 10, 2019

Page 3 of 8

Mike Anchor	\$70.00	Communications Reimbursement
Miller Thermometer Co.	\$9.99	FH Flag
Moses Fire Equipment	\$1,499.45	Annual Maint #1721
Moses Fire Equipment	\$3,353.85	Equipment Repair/Maint # 1710 #1721
Moses Fire Equipment	\$398.30	Gas Monitor Repair
Moses Fire Equipment	\$2,228.62	Nozzle/Chemguard Foam/FD Person Protect Equipment
Quill	\$19.99	Office Supplies
Ricoh	\$143.97	Copier Contract
Snap On Tools	\$81.00	Hand Tools
State of Michigan	\$76.08	Payroll Taxes
Thayer	\$87.57	FH Supplies
Village of Lawrence	\$16.91	Garbage Service
Village of Lawrence	\$117.67	Utilities
Walmart	\$660.66	Supplies/Chairs/Community Promo
Sub Total	\$11,852.71	
LTES Payroll		
Michael Beach	\$135.79	Wages
Charles Carpp	\$32.11	Wages
Michael Carpp	\$296.89	Wages
Michelle Curtis	\$118.62	Wages
Morgane Curtis	\$43.41	Wages
Barry S. Earls	\$191.42	Wages
James Fein	\$49.53	Wages
Steve Fry	\$12.33	Wages
William Gaborik	\$134.38	Wages
Rolla Hemingway	\$276.56	Wages
Steven Lowe	\$259.14	Wages
Shawn Mead	\$14.27	Wages
Richard Norg	\$10.21	Wages
Sub Total	\$1,574.66	
Consent Items Already Paid		
Michael Anchor	\$3,510.78	Chief Salary (12/21/18; 1/4/19)
Michelle Curtis	\$46.17	Officer Pay (December 2018)
Karen Hardin	\$2,617.81	Secretary Wages (12/21/18; 1/4/19)
State of Michigan	\$337.68	State Payroll Tax
IRS	\$1,919.05	EFTPS Payroll Tax
Sub Total	\$8,431.49	
Grand Total	\$21,858.86	

Road Fund Totaling: \$120.00

Expenditure	Amount	Description
VB Co Road Commission	\$120.00	12 Bags Chloride (Dry Dust Control)
Total Proposed Expenditures	\$120.00	

Building Fund Totaling:3,547.00

Expenditure	Amount	Description
AGS	\$1,399.00	3 Bldg./2 Elect/2 Mech (November Invoice)
AGS	\$2,148.00	4 Bldg./5 Elect/3 Mech/1 Zoning (October Invoice)
Total Proposed Expenditures	\$3,547.00	

Van Buren County Sheriff Department

Rick Boze representing the Sheriff’s Department, reported that there were 21 calls for the month of December.

Van Buren County Road Commission

Rick Boze reported that there were 8 service requests for the month of December, with 1 unresolved.

The Road Commission is currently working on tree cutting.

Richard Schramm, the architect for the new town hall building presented the current plans for the building. Clerk Thompson suggested organizing a building committee for the project. The committee will consist of Kim and Theresa. Mr. Schramm will submit the plans to the state for review.

ORV Ordinance

Discussion included excluding amphibious and ground effect air cushion vehicles. Mike Carpp presented information that he obtained from 3 separate dealers. The Sheriff will enforce the ordinance if passed. Suggested to add a two year “sunset clause” to the ordinance.

There was a motion by Spenner and supported by Thompson to adopt the ORV Ordinance.

Roll call vote: Aye – Spenner, Thompson, Stroud and Carpp. Nay – Reynnells. Motion approved.

LTES

Chief Anchor stated that the electrical upgrade bids have been reviewed and the committee recommends Esper Electric.

A motion was made by Reynnells and second by Thompson to contract with Esper Electric at \$20,175 for the LTES Electrical Lighting Upgrade project. Roll call vote. All aye. Motion carried.

Chief Anchor announced the LTES Officers for 2019. A motion was made by Spenner to approve the 2019 LTES officers and officer compensation as presented. Motion second by Reynnells. Roll call vote. Spenner – aye; Thompson – aye; Stroud – aye; Reynnells – aye; Carpp – abstain. Motion carried.

The LTES membership has recommended Tanner Jackson for Fire Department probationary status.

A motion was made by Reynnells and second by Carpp to approve the Fire Department probationary status of Tanner Jackson. All aye. Motion carried.

CPR Training will be held on February 21st at 6:00 p.m. AED training will be included for anyone interested.

The Lions Club will donate one of the two new AED's at the New Township Hall in memory of Bill Conklin.

Ms. Agnes Moffit expressed that emergency personnel have had issues in the past of locating her property due to living on a private road with no street sign. Chief Anchor will check into this issue with central dispatch.

Van Buren County Board of Commissioners

No Commissioner report.

Village of Lawrence

No report from the Village of Lawrence.

Treasurer

Treasurer Stroud presented the treasurer's report. The delinquent personal property taxes have been discharged per court order.

Moving of accounts is anticipated to be complete by the end of the fiscal year.

Clerk

Clerk Thompson presented the financial reports. Cost center 264 which is for the new township hall is now being utilized to pay bills.

A motion was made by Thompson and supported by Reynnells to move \$215,000 from cost center 101 to cost center 264. Roll call vote. All aye. Motion carried.

ZBA

There is a ZBA meeting scheduled for January 14, 2019 at 7:30 p.m.

Planning Commission

The Planning Commission has a meeting scheduled on January 22, 2019.

Old Business

A motion to confirm the Resolution concerning the Lawrence Recreation District Master Plan of 2/8/18 and index in 2018 as Resolution #2018-024c (Attachment 1), was made by Spenner and second by Reynnells. All aye. Motion carried.

Also, under old business was a motion to revise the Hall Rental Application as amended to exclude liability insurance and waive cleaning deposit for funeral luncheons. Motion made by Thompson and second by Stroud. All aye. Motion carried.

New Business

The Personnel Handbook will be reviewed and approved at the March Board Meeting.

The MTA Expo is scheduled for the first week of April. If interested in attending, get with Kim for reservations.

Full time township employee evaluations were discussed. Sample evaluations will be obtained for review.

The Recreational Marijuana Ordinance should be reviewed prior to the February Board Meeting for discussion and vote.

A motion to approve the Resolution for the proposed Reynolds Lake Special Assessment District (2019-002 Attachment 2) was made by Spenner and second by Reynnells. Roll call vote. All aye. Motion carried.

The first public hearing on the SAD is scheduled for February 14, 2019 at 6:00 p.m. Brien will notify interested parties.

Public Comment

There was a brief discussion of the Road Commission funding and noted that there is a Road Commission strategic planning meeting scheduled for January 17th at 5:00 p.m.

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

Meeting adjourned at 9:20 p.m.

Respectfully Submitted,

Attest,

Kim Thompson, Clerk

Donna Spenner, Supervisor

Attachment 1

TOWNSHIP OF LAWRENCE

2018-024c

BOARD OF TRUSTEES

RESOLUTION CONCERNING THE LAWRENCE RECREATION DISTRICT
MASTER PLAN

Said resolution was adopted at a REGULAR meeting held on 02/08/2018 at 7:00 P.M. at
205 N. Paw Paw St., Lawrence, MI 49064.

Whereas, Mr. Thomas Reed presented the Parks & Recreation Master Plan (the
LAWRENCE RECREATION DISTRICT MASTER PLAN for 2018-2023)

THEREFORE, BE IT RESOLVED, the LAWRENCE RECREATION DISTRICT
MASTER PLAN for 2018-2023 is approved.

Motioning Member:

Spenner

Seconded by:

Stroud

Roll Call Vote:

Yes: Spenner, Stroud, Reynolds, Campagna

No: _____

Supervisor declared the resolution is adopted.

I hereby certify the foregoing constitutes a true and complete copy of a resolution by the
Lawrence Township Board of Trustees, County of Van Buren, Michigan, at a regular meeting
held on 02/08/2018.

Date: 2/8/2018

Signed: Karen Hardin

Karen Hardin, Lawrence Township Deputy Clerk

Confirmed Jan. 10, 2019

RESOLUTION #2019-001

RESOLUTION OF THE LAWRENCE TOWNSHIP

BOARD OF TRUSTEES

REGARDING THE PROPOSED REYNOLDS LAKE SPECIAL ASSESSMENT DISTRICT

Said resolution is adopted at a REGULAR meeting held on 01/10/2019 at 7:00 P.M. at 205 N. Paw Paw St., Lawrence, MI 49064.

WHEREAS, the Township has reviewed the quote and costs associated with the proposed special assessment Reynolds Lake;

WHEREAS, the Lawrence Township Board of Trustees wishes to proceed with the proposed special assessment district;

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

- 1) The Township hereby declares its intent to proceed and designate the special assessment district;
- 2) The Township hereby declares its intent to set the public hearing on objections to the proposed special assessment district for Feb. 14, 2019 at 6:00 p.m.;
- 3) The Township hereby resolves to have opened an Improving Revolving Fund for receipt of the Special Assessment funds;
- 4) The Township resolves to permit a special assessment hardship, under PA 225 of 1976;
- 5) The Special Assessment to be levied by annual installments with the winter ad valorem property taxes;
- 6) The Special Assessment costs anticipated to be \$59,255.00, the duration to be 5 years, and the assessment to be on a per lot basis;
- 7) The Township resolves to have annual redeterminations for the special assessment;
- 8) The Township resolves to issue and publish notices as required by law for the aforementioned actions;

Motioning Board Member: Spenner

Seconded by: Reynolds


Roll Call Vote: Yes: Carpp, Stroud, Thompson, Spenner, Reynolds

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 01/10/2019.

Date: 1/10/19



Kim Thompson, Clerk