

Lawrence Township Regular Board Meeting

February 14, 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; Mike Carpp, Trustee.

Absent: Russ Reynnells, Trustee

Also Present: Attorney Brien Heckman, Chief Mike Anchor, Rick Boze, Maria DiPrima, Richard Shramm and Scott Earls.

Agenda revisions included new phone systems and direct deposit for payroll under new business and the addition of Mr. Thomas Reed for the parks and rec committee.

Motion by Stroud and second by Carpp to approve the January 10, 2019 Regular Board Meeting Minutes as presented. All aye. Motion carried.

Motion by Carpp and second by Stroud to accept the February 11, 2019 Special Meeting Minutes as presented. Spenner – abstain; Thompson – aye; Stroud – aye; Carpp – aye. Motion carried.

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

General Fund Totaling: \$18,859.49

Expenditure	Amount	Description
Aflac	\$115.40	Optional Insurance
Associated Government Services	\$120.00	ZBA/Zoning Permit
AT&T	\$82.60	Cemetery Communications
Attorney Brien Heckman	\$807.50	Misc/Meetings/ZBA
Best Way Disposal	\$72.86	Garbage Service - NTH
Comcast	\$33.30	Internet Service Provider
Consumer's Energy	\$164.70	Utilities-GF Fire Hall
Consumer's Energy	\$99.68	Utilities-Cemetery Memorial
Consumer's Energy	\$186.52	Utilities - NTH (partial bill - 19 days)
Consumer's Energy	\$516.89	Utilities - NTH (Full bill Jan - Feb)
Crystal Flash	\$206.56	Cemetery Fuel
First National Bank - Omaha	\$125.00	Clerk Postage
First National Bank - Omaha	\$1,524.41	Website/Software/Training
First National Bank - Omaha	\$580.38	Postage/Supplies/Interest
First National Bank - Omaha	\$252.17	Cemetery Supplies/Equipment/Repairs/Maint

Frontier	\$242.15	Communications
IRS	\$1,178.63	EFTPS Monthly Tax Payment
Jim's Outdoor Powerland	\$87.94	Equipment Repair/Maint
KCI Kent Communications	\$857.92	Assessor Postage - Assessment Notices
Manning Enterprises, Inc.	\$1,444.80	Hitch Repair to Dump Truck
Ricoh	\$99.07	Copier Contract
Service Plus Office Supplies, LLC	\$161.97	Treasurer Office Supplies
State of Michigan	\$201.93	Payroll Taxes
Van Buren Co Clerk	\$50.75	4th Q 2018 Voter Card Printing
Van Buren Co Sheriff's Office	\$1,243.74	Contracted Services
Village of Lawrence	\$16.81	Garbage Service
Vineyard Press, Inc	\$33.50	ZBA Publishing
Wolf Kabota	\$139.46	Cemetery Equipment Repair/Maint
Subtotal	\$10,646.64	
Payroll		
Ben Brousseau	\$2,014.25	Assessor Salary
Donna Spenner	\$1,043.42	Supervisor Salary
Kim Thompson	\$1,049.54	Clerk Salary
Theresa Stroud	\$1,205.83	Treasurer Salary
Subtotal	\$5,313.04	
Consent Items Already Paid		
Barry S. Earls	\$1,878.31	Sexton Wages (1/18/19; 2/1/19)
Chris Carpp	\$128.84	PT Sexton Wages (1/18/19; 2/1/19)
IRS	\$650.42	Federal Payroll Tax
Sheryl Moses	\$127.74	Dep Treasurer Wages (1/18/19; 2/1/19)
State of Michigan	\$114.50	State Payroll Tax
Subtotal	\$2,899.81	
Grand Total	\$18,859.49	

LTES Fund Totaling: \$42,261.46

Expenditure	Amount	Description
Aflac	\$93.18	Optional Insurance
BoundTree Medical	\$146.17	QR Equipment
Bronson Healthcare Group	\$185.00	Physical - Tanner Jackson
Bronson Healthcare Group	\$100.00	Drug Screen/Vaccine - Morgane Curtis
Comcast	\$16.65	Internet Service
Consumers Energy	\$658.79	Utilities
Crystal Flash	\$283.31	Fuel Expense
Esper Electric	\$20,620.00	Truck Bay Lighting Upgrade
First National Bank - Omaha	\$716.31	Supplies/FD Training/Equip Repair/Maint

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Frontier	\$119.26	Communications
IRS	\$539.85	EFTPS Payroll Taxes
Manning Enterprises, Inc	\$1,975.61	Tool Brackets and Mount Tank & Pump #1711
Mike Anchor	\$70.00	Communications Reimbursement
Moses Fire Equipment	\$3,082.00	Repair Truck # 1721
Moses Fire Equipment	\$117.25	FD - Personal Protection Equipment
Oceanid Water Rescue Craft	\$60.00	Valve & Wrench
Overhead Door Company	\$91.40	2 Overhead Door Remotes
Ricoh	\$99.06	Copier Contract
Roe-Comm	\$470.40	6 Radio Batteries
Rolla Hemingway	\$23.00	Reimbursement for Trailer Lights
State of Michigan	\$114.70	Payroll Taxes
Target Solutions	\$599.50	QR Training - Annual Fee
US Post Office	\$54.00	Annual Post Office Box Rental
Van Buren Co Fire Chief's Association	\$50.00	Annual Membership Dues
Van Buren Technology Center	\$252.00	QR Training - Morgane Curtis
Village of Lawrence	\$16.81	Garbage Service
Village of Lawrence	\$134.30	Utilities
Vineyard Press	\$57.00	Notice to Bidders Ad
Walmart	\$246.29	Supplies
Sub Total	\$30,991.84	
LTES Payroll		
Michael Beach	\$142.27	Wages
Charles Carpp	\$32.11	Wages
Michael Carpp	\$394.32	Wages
Michelle Curtis	\$346.26	Wages
Morgane Curtis	\$227.19	Wages
Barry S. Earls	\$364.74	Wages
James Fein	\$119.47	Wages
Steve Fry	\$22.60	Wages
William Gaborik	\$301.66	Wages
Rolla Hemingway	\$358.22	Wages
Tanner Jackson	\$232.78	Wages
David Leach	\$35.56	Wages
Steven Lowe	\$272.53	Wages
Shawn Mead	\$14.26	Wages
Richard Norg	\$28.09	Wages
Sub Total	\$2,892.06	
Consent Items Already Paid		

Michael Anchor	\$3,512.23	Chief Salary (1/18/19; 2/1/19)
Karen Hardin	\$2,619.46	Secretary Wages (1/18/19; 2/1/19)
State of Michigan	\$337.60	State Payroll Tax
IRS	\$1,908.27	EFTPS Payroll Tax
Sub Total	\$8,377.56	
Grand Total	\$42,261.46	

Road Fund Totaling: \$858.85

Expenditure	Amount	Description
VB Co Road Commission	\$858.85	60th Avenue Ditching Project
Total Proposed Expenditures	\$858.85	

Building Fund Totaling: \$977.00

Expenditure	Amount	Description
AGS	\$977.00	2 Bldg/1 Elect/4 Mechanical
Total Proposed Expenditures	\$977.00	

Van Buren County Sheriff Department

Deputy Todd Skinner of the VB Co. Sheriff's Department reported that there were 57 calls for the month of January 2019. Forty of which were weather related crashes on I-94.

Van Buren County Road Commission

Rick Boze reported that there were 14 service requests for the month of January, with 2 unresolved.

The Road Commission is currently working on plowing and truck repair.

New Town Hall Update

Richard Schramm, the architect for the new town hall building, suggested revising plans to show the footings for the addition and to have a soil bearing test to determine the possibility of flooding issues in the future. We also need to find out insurance carrier requirements for contractors. Plans should be available for bid requests and for submission to the state by 2/28/19.

Motion by Carpp and second by Stroud to approve the PSI proposal for up to \$4,000.00 to complete soil boring testing. Roll call vote. All aye. Motion carried.

LTES

Chief Anchor stated that the electrical upgrade project is complete and complimented Esper Electric on their fine work.

The Par Plan grant was approved and we received \$4,600.00 for audio/visual cameras for all township vehicles.

The alternator problems with 1721 have been resolved.

Van Buren County Board of Commissioners

Commissioner Hanson reported that the county spent \$39,000 on guns for the Sheriff's Department to convert to S&W 9mm. Covert Power has cost roughly \$950,000 in legal fees. It will take approximately 3 years to recoup, based on the revised valuations.

During the recent winter weather, the VBCRC worked 21 days straight.

Village of Lawrence

No report from the Village of Lawrence.

Parks and Recreation

Mr. Thomas Reed gave an overview of the future plans for the Palace Park, the Water Trail and it's continued funding.

The SWM River Coalition will be billing the Township approximately \$5,000 for our share of the summer clean up.

Treasurer

Treasurer Stroud presented the treasurer's report.

Moving of accounts is anticipated to be complete by March 31, 2019.

Clerk

Clerk Thompson presented the financial reports.

A motion was made by Thompson and supported by Spenner to add cost center 265 for the New Town Hall and move \$215,000 from cost center 101-101-971-00 to 101-265-971-00. Add \$5,000 to cost center 101-191-727-00. Roll call vote. All aye. Motion carried.

A motion was made by Thompson and second by Carpp to approve the Resolution 2019-003 to approve the modified FOIA forms as presented. Roll call vote. All aye. Resolution adopted. (Attachment 1)

ZBA

Issues with AGS continue. Sal Campagna has replaced Bill Dusek as ZBA Chairperson. There will be 2 openings to fill. Bill Dusek needs to be replaced and Mark DuBay will be leaving as well.

Planning Commission

The Planning Commission meeting was re-scheduled for February 26, 2019 due to the polar vortex. A review of medical marijuana will be discussed and a proposed ordinance may be presented in the future.

Old Business

Supervisor Spenner presented the ORV map.

A motion was made by Spenner and second by Stroud to approve Resolution 2019-004 to establish the official Lawrence Township ORV Map. Roll call vote. All aye. Resolution adopted. (Attachment 2)

Issues with AGS were discussed. A proposal from a new company will be presented at a future board meeting.

A motion by Stroud and second by Carpp to direct Supervisor Spenner to provide AGS with a 60-day notice of contract termination once a replacement has been identified. Roll call vote. All aye. Motion carried.

A motion by Spenner and second by Carpp to approve the Prohibition of Marijuana Establishments Ordinance #30 as presented. Roll call vote. All aye. Motion carried.

Full time employee evaluations were tabled until the March Board Meeting.

New Business

The annual Budget Workshop dates were set for March 2 and March 9, 2019 at 9 a.m. to noon.

A motion by Thompson and second by Spenner to approve Resolution 2019-005 to establish the 2019/2020 Budget Hearing for 3/23/19 at 1:00 p.m. and the Annual Meeting for 3/23/19 at 1:30 p.m. Roll call vote. All aye. Resolution adopted. (Attachment 3)

Kim will be interviewing next week with representatives from the VB Co. Senior Services for a position on their Board, if she is accepted.

A Lawrence Township Senior Services Board will be established to oversee our services to the senior population of our township. Their first duty will be to establish by-laws.

A motion by Spenner and supported by Carpp to establish a Lawrence Township Senior Services Board and appoint members Sal Campagna, Fern Conklin and Kim Thompson. All aye. Motion carried.

A motion by Spenner and second by Stroud to join the Hartford-Lawrence Area Chamber of Commerce at a membership fee of \$50 annually. Roll call vote. All aye. Motion carried.

A motion by Thompson and second by Carpp to establish direct deposit for payroll and mandate it for all employees. Roll call vote. All aye. Motion carried.

Clerk Thompson informed the Board that Frontier Communications will soon be raising our phone rates. She stated that Comcast has VoIP services available. She will get quotes from Comcast to bundle phone and internet services.

Public Comment

There was no public comment from the public.

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

Meeting adjourned at 9:30 p.m.

Respectfully Submitted,

Attest,

Kim Thompson, Clerk

Donna Spenner, Supervisor

Attachment 1.

RESOLUTION #2019-003

RESOLUTION OF THE LAWRENCE TOWNSHIP

BOARD OF TRUSTEES

RESOLUTION TO APPROVED MODIFIED FOIA FORMS

Said resolution is adopted at a REGULAR meeting held on 02/14/2019 at 7:00 P.M. at 205 N. Paw Paw St., Lawrence, MI 49064.

WHEREAS, the recently adopted Public Act 523 of 2018 clarifies that municipalities can consider FOIA requests abandoned if the good-faith deposit are not received within 45 days, and further requires the requesting party to provide detailed contact information;

WHEREAS, the Township has reviewed the attached modifications of their FOIA documents and feels the modifications are appropriate.

NOW BE IT RESOLVED that the attached FOIA documents are adopted for use by the Township.

This resolution offered by board member Thompson.

Supported by board member Carpp.

Upon a roll call vote, the following voted:

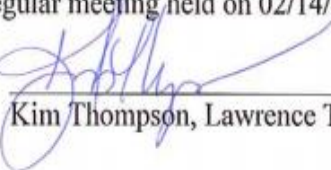
Aye: Carpp, Spenner, Stroud, Thompson

Nay: _____

The moderator declared the resolution adopted.

I hereby certify the foregoing constitutes a true and complete copy of proceedings adopting a Salary increase as indicated above by the Lawrence Township, County of Van Buren, Michigan, Board of Trustees as indicated above, at a regular meeting held on 02/14/2019.

Date: 2/14/19



Kim Thompson, Lawrence Township Clerk

Attachment 2.

RESOLUTION #2019-004

RESOLUTION OF THE LAWRENCE TOWNSHIP

BOARD OF TRUSTEES

RESOLUTION ESTABLISHING THE TOWNSHIP ORV MAP

Said resolution is adopted at a REGULAR meeting held on 02/14/2019 at 7:00 P.M. at 205 N. Paw Paw St., Lawrence, MI 49064.

WHEREAS, pursuant to MCL 324.81131, Lawrence Township Board of Trustees adopted ORDINANCE 29, VOL. II, LAWRENCE TOWNSHIP CODE OF COMPILED ORDINANCES, permitting the Operation of ORVs, as defined therein, to operate on roads within the Township;

WHEREAS, pursuant to Ordinance 29, section 10, the Township Board shall within 90 days of the approval of said Ordinance adopt a Map showing which roads are open to ORV operation.

WHEREAS, the township board has reviewed the attached ORV map;

NOW BE IT RESOLVED that the attached ORV Map is adopted and shall be made available pursuant to the Ordinance.

This resolution offered by board member Spenner.

Supported by board member Stroud.

Upon a roll call vote, the following voted:

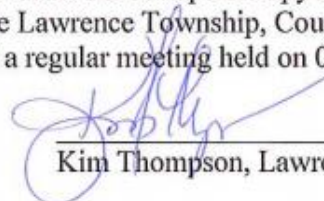
Aye: Spenner, Thompson, Stroud, Carpp

Nay: _____

The moderator declared the resolution adopted.

I hereby certify the foregoing constitutes a true and complete copy of proceedings adopting a Salary increase as indicated above by the Lawrence Township, County of Van Buren, Michigan, Board of Trustees as indicated above, at a regular meeting held on 02/14/2019.

Date: 2/14/19



Kim Thompson, Lawrence Township Clerk

Attachment 3.

RESOLUTION #2019-005

RESOLUTION OF THE LAWRENCE TOWNSHIP

BOARD OF TRUSTEES

**RESOLUTION SCHEDULING THE ANNUAL MEETING OF THE ELECTORS AND
BUDGET PUBLIC HEARING FOR THE 2019-2020 FISCAL YEAR**

Said resolution is adopted at a REGULAR meeting held on 02/14/2019 at 7:00 P.M. at 205

N. Paw Paw St., Lawrence, MI 49064.

WHEREAS, according to Public Act 187 of 1988, a general law township is not required to hold an annual meeting unless a majority of the township board decides by resolution to do so, or the electors vote to establish the annual meeting at a primary or general election;

WHEREAS, the township board desires to maintain its annual meeting of the electors;

WHEREAS, the annual meeting of the township electors has to be held on the last Saturday of the fiscal calendar unless altered to a different day in the last month of the fiscal year by majority roll call vote of the Township Board;

WHEREAS, the time and location of the meeting are determined by the township board under MCL 41.8;

WHEREAS, a Township Board special or regular meeting can be held immediately before or after the annual meeting, but not during the annual meeting;

WHEREAS, the township Board desires to hold its Budget Public Hearing on the same date as the Annual Meeting;

WHEREAS, a Truth in Taxation Notice and Hearing is not required if section 16 of the Uniform Budgeting and Accounting Act, P.A. 2 of 1968, being section 141.436 of the Michigan Compiled Laws, is complied with;

THEREFORE, IT IS RESOLVED that the Annual Meeting of the Electors is scheduled for 3/23/19 at 1:30 P.M. and the Budget Public Hearing is set for 3/23/19 at 1:00 P.M.
IT IS FURTHER RESOLVED that all required notices shall be published and posted accordingly.

This resolution offered by board member Thompson.

Supported by board member Spenner.

Upon a roll call vote, the following voted:


Attachment 3 con't.

Aye: Spenner, Thompson, Straud, Carpp
Nay: _____

The supervisor declared the resolution adopted.

I hereby certify the foregoing constitutes a true and complete copy of a proceeding scheduling the annual meeting of the electors and budget public hearing as indicated above by the Lawrence Township, County of Van Buren, Michigan, Board of Trustees at a regular meeting held on 02/14/2019.

Date: 2/14/19



Kim Thompson, Lawrence Township Clerk