

Lawrence Township Regular Board Meeting

April 11, 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, Captain Scott Earls, Rick Boze, Rolla and Jackie Hemingway, Deputy Todd Skinner, Don Hanson, Vernon Crippen, Bob Thomas, Glen Thomsen, Phil Yankauskas, Adam Garland

Motion by Carpp and second by Stroud to approve the March 14, 2019 Special Board Meeting Minutes as amended. All aye. Motion carried.

Motion by Stroud and second by Carpp to accept the March 14, 2019 Regular Board Meeting Minutes as presented. All aye. Motion carried.

Motion by Carpp and second by Stroud to accept the April Expenditures as presented. Roll call vote. All aye. Motion carried.

General Fund Totaling: \$27,621.22

Expenditure	Amount	Description
Aflac	\$114.49	Optional Insurance
AGS	\$75.00	PC Meeting
AT&T	\$105.81	Cemetery Communications
Attorney Brien Heckman	\$1,038.00	Misc/Meetings/Reynolds Lk SAD/Zoning Noncompliance
Best Way Disposal	\$73.20	NTH - Garbage Service
Bower's Welding Shop, LLC	\$2,450.00	Cemetery Dump Truck Repair
Comcast	\$39.96	Internet Service Provider
Consumer's Energy	\$127.64	Utilities-GF Fire Hall
Consumer's Energy	\$161.36	Utilities-NTH (February Invoice)
Consumer's Energy	\$76.50	Utilities-Cemetery Memorial
Crystal Flash	\$144.92	Cemetery Fuel
David Chapman Agency	\$624.00	Revised Annual Insurance Premium and Cyber Coverage
Deluxe	\$842.17	Check Order
Field Plumbing and Heating	\$378.00	Library Floor Heater Repair
First National Bank - Omaha	\$142.25	Supervisor BOR Outside Services

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First National Bank - Omaha	\$1,496.50	Assessor Postage/Check Order/Software/Supplies
Frontier	\$242.86	Communications
IRS	\$1,409.86	EFTPS Monthly Tax Payment
J.B. Printing	\$390.74	Assessor Postage/Mail Handling/Supplies
Jim's Outdoor Powerland	\$88.00	Equipment Repair
Johnson Controls Security (Tyco)	\$230.51	Annual Building Security Maint
Liberty Mutual Insurance	\$2,266.00	Workers Comp Annual Premium
Michigan Election Resources	\$39.59	Election Supplies
Pontem Software	\$800.00	Annual Cemetery Burial Search/Maint Agreement
Ricoh	\$99.07	Copier Contract
Service Plus Office Supplies	\$65.98	Supplies
State of Michigan	\$244.47	Payroll Taxes
Van Buren County Clerk	\$25.20	1st Q Voter Card Printing
Van Buren County Land Management	\$4,143.00	Outside Services
Village of Lawrence	\$16.70	Garbage Service
Village of Lawrence	\$33.71	Utilities-NTH (February Invoice)
Vineyard Press, Inc	\$370.50	Annual Mtg/Reynolds Lake SAD/Marijuana Ordinance
Subtotal	\$18,355.99	
Payroll		
Ben Brousseau	\$2,014.25	Assessor Salary
Donna Spenner	\$1,043.42	Supervisor Salary
Kim Thompson	\$1,050.25	Clerk Salary
Mike Carpp	\$440.50	Trustee Salary
Russ Reynnells	\$362.50	Trustee Salary
Theresa Stroud	\$1,205.83	Treasurer Salary
Subtotal	\$6,116.75	
Consent Items Already Paid		
Barry S. Earls	\$1,785.70	Sexton Wages (3/15/19; 3/29/19)
Chris Carpp	\$128.84	PT Sexton Wages (3/15/19; 3/29/19)
IRS	\$671.15	Federal Payroll Tax
State of Michigan	\$116.00	State Payroll Tax
Sheryl Moses	\$85.89	Dep Treasurer Wages (3/15/19; 3/29/19)
Sheryl Moses	\$176.20	Deputy Treasurer Retainer
Karen Hardin	\$184.70	Deputy Clerk Retainer
Subtotal	\$3,148.48	
Grand Total	\$27,621.22	

Expenditure	Amount	Description
Aflac	\$115.40	Optional Insurance
Appraisals Plus Group, LLC	\$185.17	Assessor Postage

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Associated Government Services	\$100.00	ZBA
AT&T	\$81.24	Cemetery Communications
Attorney Brien Heckman	\$1,479.50	Misc/Meetings/SAD/Hearings
Best Way Disposal	\$73.03	NTH - Garbage Service
Comcast	\$39.96	Internet Service Provider
Consumer's Energy	\$177.17	Utilities-GF Fire Hall
Consumer's Energy	\$81.74	Utilities-Cemetery Memorial
Crystal Flash	\$89.66	Cemetery Fuel
David Chapman Agency	\$7,438.60	Annual Insurance Expense
First National Bank - Omaha	\$292.68	Cemetery Supplies/Equipment/Equipment Repairs
First National Bank - Omaha	\$153.98	Postage/Software
First National Bank - Omaha	\$629.14	BOR Training
Forrester Investor Services	\$600.00	Retirement Benefit - Earls
Frontier	\$241.65	Communications
Hartford Area Chamber of Commerce	\$50.00	Membership Dues
IRS	\$1,945.11	EFTPS Monthly Tax Payment
Kim Thompson	\$236.95	Expense Reimbursement for Postage & Supplies
Ricoh	\$99.07	Copier Contract
Rose's Service Center	\$663.13	Cemetery Dump Truck Repair
Service Plus Office Supplies, LLC	\$119.42	Office Supplies
State of Michigan	\$358.34	Payroll Taxes
Summit Companies	\$130.00	Annual Exdtinguisher Service
Summit Companies	\$90.00	Equipment Repair/Maint to Twp Truck
Van Buren Co Sheriff's Office	\$433.53	Contracted Services - Officer Skinner
Village of Lawrence	\$16.66	Garbage Service
Village of Lawrence	\$21.60	Utilities-NTH
Vineyard Press, Inc	\$184.50	Ordinance Adoption & Meeting Publishing
Subtotal	\$16,127.23	
Payroll		
Andrew Jurczak	\$73.88	Annual Planning Commission Salary
Ben Brousseau	\$2,014.25	Assessor Salary
Charles Dusek	\$17.62	Annual ZBA Salary
Clark Matheny	\$52.86	Annual Planning Commission Salary
Clark Matheny	\$17.62	Annual ZBA Salary
Donna Spenner	\$1,043.42	Supervisor Salary
Ernest Probyn	\$52.86	Annual ZBA Salary
James Crandall	\$35.24	Annual Planning Commission Salary
Jeff Matheny	\$277.05	Annual BOR Salary
Kenneth Thompson	\$264.30	Annual BOR Salary
Kim Thompson	\$1,049.54	Clerk Salary

Kim Thompson	\$70.48	Annual ZBA Salary
Mark DuBay	\$35.24	Annual ZBA Salary
Michael Carpp	\$220.25	Trustee Salary
Michael Carpp	\$17.62	Annual Planning Commission Salary
Michael Salvano	\$52.86	Annual Planning Commission Salary
Peter Alburtus	\$73.88	Annual Planning Commission Salary
Russell Reynnells	\$362.50	Trustee Salary
Salvatore Campagna	\$220.25	Trustee Salary
Salvatore Campagna	\$70.48	Annual Planning Commission Salary
Salvatore Campagna	\$17.62	Annual ZBA Salary
Theresa Carpp	\$264.30	Annual BOR Salary
Theresa Stroud	\$1,205.83	Treasurer Salary
Thomas Cross	\$55.41	Annual Planning Commission Salary
Thomas Reynnells	\$70.48	Annual Planning Commission Salary
Vicki Hettig	\$264.30	Annual BOR Salary
William Conklin	\$277.05	Annual BOR Salary
Subtotal	\$8,177.19	
Consent Items Already Paid		
Barry S. Earls	\$1,809.70	Sexton Wages (2/15/19; 3/1/19)
Chris Carpp	\$137.43	PT Sexton Wages (2/15/19; 3/1/19)
IRS	\$642.62	Federal Payroll Tax
State of Michigan	\$115.33	State Payroll Tax
Sheryl Moses	\$215.84	Dep Treasurer Wages (2/15/19; 3/1/19)
Subtotal	\$2,920.92	
Grand Total	\$27,225.34	

LTES Fund Totaling: \$55,547.59

Expenditure	Amount	Description
Aflac	\$122.00	Optional Insurance
BoundTree Medical	\$232.00	QR Operating Supplies
Comcast	\$19.99	Internet Service
Consumers Energy	\$510.56	Utilities
Crystal Flash	\$346.17	Fuel Expense
David Chapman Agency	\$575.00	Annual Insurance Premium
EJ Metals, Inc	\$165.23	Nozzle Repair
First National Bank - Omaha	\$552.26	Supplies/FD Trn/Comm Promo/FH&Equip Maint
Freightliner of Kalamazoo	\$205.16	Spring Repair to 1738
Frontier	\$119.63	Communications
Interstate Batteries	\$115.20	AED Battery
IRS	\$424.96	EFTPS Payroll Taxes

Johnson Controls Security (Tyco)	\$922.04	Annual Security Maint
Liberty Mutual Insurance	\$4,760.00	Annual Worker Comp Insurance
Mike Anchor	\$70.00	Communications Reimbursement
Mike Anchor	\$200.00	Annual Electrical Reimbursement (2018-19)
Miller Thermometer Co.	\$137.23	Flags
Moses Fire Equipment	\$730.25	Repair to 1726
Moses Fire Equipment	\$21.95	Safety Vest - Lowe
North Breathing Air, LLC	\$1,170.00	Annual Compressor Service
Rescue Resources	\$32,236.50	Extraction Equipment
Rhino Products, Inc	\$69.95	AED Bags
Ricoh	\$238.77	Copier Contract
SecurAlarm	\$408.00	Annual Maint
State of Michigan	\$94.38	Payroll Taxes
Summit Companies	\$295.00	FD Equipment Repair/Maint
Village of Lawrence	\$16.70	Garbage Service
Village of Lawrence	\$117.07	Utilities
Walmart	\$66.52	Equipment Maint
Sub Total	\$44,942.52	
LTES Payroll		
Michael Beach	\$100.23	Wages
Charles Carpp	\$69.57	Wages
Michael Carpp	\$506.12	Wages
Michelle Curtis	\$187.61	Wages
Morgane Curtis	\$114.88	Wages
Barry S. Earls	\$243.15	Wages
James Fein	\$163.15	Wages
Steve Fry	\$16.44	Wages
William Gaborik	\$124.34	Wages
Rolla Hemingway	\$388.86	Wages
Tanner Jackson	\$44.85	Wages
Steven Lowe	\$222.34	Wages
Shawn Mead	\$14.27	Wages
Sub Total	\$2,195.81	
Consent Items Already Paid		
Michael Anchor	\$3,534.48	Chief Salary (3/15/19; 3/29/19)
Karen Hardin	\$2,620.78	Secretary Wages (3/15/19; 3/29/19)
State of Michigan	\$338.00	State Payroll Tax
IRS	\$1,916.00	EFTPS Payroll Tax
Sub Total	\$8,409.26	
Grand Total	\$55,547.59	

Building Fund Totaling: \$1,571.00

Expenditure	Amount	Description
AGS	\$1,503.00	1 Bldg/3 Elect/7 Mech/1 Plumbing
Wood Brother's Heating & Cooling	\$81.00	Mechanical Permit Refund
Total Proposed Expenditures	\$1,584.00	

Expenditure	Amount	Description
AGS	\$1,571.00	4 Bldg/2 Elect/2 Mech/1 Plumbing
Total Proposed Expenditures	\$1,571.00	

Van Buren County Sheriff Department

Deputy Todd Skinner of the VB Co. Sheriff's Department reported that there were 37 calls for the month of March 2019. Reported that Paw Paw Township approved their ORV ordinance. Reported he now serves 6 townships.

Van Buren County Road Commission

Rick Boze reported that there were 31 service requests for the month of March, with 14 unresolved. Most of the unresolved related to grading requests for gravel roads. Frost restrictions are now lifted, and they will be grading and rolling for the next few months. There is now a moratorium on roadside tree cutting due to the bat protection laws.

Van Buren County Board of Commissioners

Commissioner Hanson reported that:

- the Equalization Department reported a 1.1% increase in SEV.
- The 911 budget has been presented. \$1.92 per device will generate \$1.3M and will finance the entire 911 system.
- Reported that changes have been made to the Public Defender system. Each county now has one public defender. VBC has hired Chat Catlenoe as the PD with 2 part-time assistant defenders and 1 investigator.
- The Health Department building at the VBISD will go out for bid in May

LTES

Chief Anchor is attending the FDIC fire convention. Captain Earls presented the report for March. 11 calls for fire service with 1 mutual aid to Hartford and 23 calls for service for quick response.

Village of Lawrence

No report from the Village of Lawrence.

Treasurer

Treasurer Stroud presented her monthly reports. The Special Assessment District for Reynolds Lake weed control will be on the summer tax bills. Reported on sessions she attended at the Michigan Township Association (MTA) conference. One related to fraud. She was happy to report that we have many internal controls in place to prevent fraud and embezzlement, unlike other townships who have

experienced significant issues and financial loss. She shared with other Townships the controls we have in place.

Clerk

Clerk Thompson presented the monthly financial statements.

Direct deposit of employee paychecks was discussed. Arbor will provide a direct deposit authorization form. Thompson will distribute to begin direct deposit in May or June.

ZBA

Spenner nominated Bob Thomas, supported by Thompson to appoint Bob Thomas as a ZBA member to fill the vacancy of Mark DuBay. Thomas is a former ZBA member and we welcome him back. All aye. Motion carried.

Planning Commission

Carpp presented information regarding the status of the Village of Lawrence medical marihuana ordinance. Stated the Lawrence Township Planning Commission (PC) would like the board to formally recommend whether or not to work on a Township medical marihuana ordinance. All the board members in attendance responded with Yes. Carpp will notify the Township PC and they will work towards developing an ordinance. The next PC meeting will be April 23, 2019.

OLD BUSINESS

New Town Hall Update

Bids have been received and the bids were significantly higher than anticipated. Discussion was held on how to reduce the scope to keep in line with our budget. All agreed that the building addition for the covered ramp system can be a Phase 2 project. This phase will simply include the ramp. Also discussed changing to shingled roof vs. metal. Metal roof can also be a Phase 2 project. Open to other suggestions and discussion with the bidders at the April 18 special meeting.

Building and Zoning Enforcement

Safe Built will present information regarding their services along with a quote and will attend the May meeting.

NEW BUSINESS

Audit

The 2018/2019 fiscal year audit has been scheduled for July 1-3, 2019. Motion by Thompson, supported by Stroud to approve the Siegfried & Crandall agreement. Roll call. All aye. Motion carried.

ORV Map Revision

With the Paw Paw Township adoption of their ORV ordinance, Lawrence Township can amend our map to show that the Lawrence/Paw Paw Township boundary roads are open for ORV use. Motion by Spenner, supported by Carpp to approve the Resolution Amending the Lawrence Township ORV Map. Roll call. All aye. Motion carried. (Attachment 1)

Recommendation was made to use ORV riders to schedule a Township clean-up date to clean up trash, tires, etc. prior to the Hazardous Waste Collection dates.

Public Comment

Don Hanson talked about Covert Power and that they are making a profit and should help improve Covert's tax base.

Attorney Heckman reported that he has made arrangements for MTA to honor Brien's billable rate for any billable legal counsel provided by MTA.

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

Meeting adjourned at 8:14 p.m.

Respectfully Submitted,

Attest,

Kim Thompson, Clerk

Donna Spenner, Supervisor

Attachment 1.

Resolution # 2019-008

RESOLUTION OF THE LAWRENCE TOWNSHIP

BOARD OF TRUSTEES

RESOLUTION AMENDING THE LAWRENCE TOWNSHIP ORV MAP

**Said resolution is adopted at a REGULAR meeting held on 04/11/2019 at 7:00 P.M.
at 205 N. Paw Paw St., Lawrence, MI 49064.**

WHEREAS, Lawrence Township Code of Compiled Ordinances, Vol. II, Ordinance 29, OFF ROAD VEHICLES, permits the amendment of the official ORV Map by resolution;

WHEREAS, the Township of Paw Paw has also passed an ORV Ordinance permitting the operation of ORVs on streets within the Township of Paw Paw pursuant to MCL 324.81131;

WHEREAS, the Township of Lawrence Board of Trustees has reviewed a proposed ORV Map granting permission to operate ORVs on the roads lying between the Township of Lawrence and the Township of Paw Paw;

NOW BE IT RESOLVED that the official ORV Map of the Township of Lawrence is amended to reflect the change referenced herein;

This resolution offered by board member Spenner.

Supported by board member Carpp.

Upon a roll call vote, the following voted:

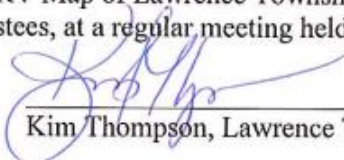
Aye: Spenner, Thompson, Stroud, Carpp

Nay: _____

The moderator declared the resolution adopted.

I hereby certify the foregoing constitutes a true and complete copy of a proceeding regarding the amendment of the official ORV Map of Lawrence Township, County of Van Buren, Michigan, by its Board of Trustees, at a regular meeting held on 04/11/2019.

Date: 4/11/19



Kim Thompson, Lawrence Township Clerk