

Township of Greenbush
Township Board
Special Meeting Minutes
February 26, 2020

1. Call to Order

- a. Supervisor Major called to the order the special meeting of the Greenbush Township Board of Trustees (Board) at 5:36 pm on February 26, 2020 at the Greenbush Township Hall. Supervisor Major led the Pledge of Allegiance.

2. Roll Call

- a. Deputy Clerk Story conducted a roll call. The following were present: Supervisor Major, Treasurer Dailey, Clerk Dailey, Trustee Parent, and Trustee Scott. Quorum present.

3. Agenda

- a. The purpose for the special meeting was a budget workshop to continue review of the budgets for Fiscal Year (FY) 2020-21 and any other business that may come before the Board.

Add item 6.b: Swear in Shannon Story as Clerk starting March 1, 2020.

Add item 7.b: Deputy Treasurer Resignation.

Motion by Supervisor Major, seconded by Trustee Parent to accept the agenda as amended. Motion carried.

Shannon Story took oath of office and was sworn in by Clerk Dailey as Township Clerk starting March 1, 2020.

Clerk Dailey left the meeting at 5:42 pm.

4. Approval of minutes from last meeting

- a. February 20, 2020 Special Meeting Minutes. Tabled until March 11, 2020 regular Township Board Meeting.

5. Public Comment

- a. The first public comment period was opened at 5:43 pm, and there were no public comments. The first public comment period was closed at 5:44 pm.

6. New Business

- a. Report Past Due, Forfeiture Reports Due to Michigan State Police before Feb. 1, 2020.
 - i. Clerk Dailey will submit past due report.
- b. Swear in Shannon Story as Clerk starting March 1, 2020.
 - i. Completed earlier.

7. Unfinished Business

- a. Township Budget for Fiscal Year (FY) 2020-2021.

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- i. Reviewed the General Fund FY 2020-21 Budget.
 - 1. Deputy Clerk Story advised a new laptop will be needed for elections, will purchase under current budget.
 - 2. Discussion regarding BS&A proposal vs. Quickbooks. Deputy Clerk Story would be happy with Quickbooks. Board agrees that Quickbooks is adequate.
 - 3. Discussion regarding Township website and alternatives.
- ii. Reviewed the Fire Fund FY 2020-21 Budget.
- iii. Reviewed the Road Fund FY 2020-21 Budget.
- iv. Reviewed the GRAC (aka Tilly Kowalski) Fund FY 2020-21 Budget.
 - 1. Balance of GRAC fund (~\$482.63) put towards total cost of repairs to gazebo. Result will be zero balance for GRAC fund, which will be closed afterwards.
- v. Reviewed the Prince Road Special Assessment Fund FY 2020-21 Budget.

Deputy Clerk Story advised she will have information and budget amendments for March 11, 2020 regular township board meeting.

Board will consider [disbursing expenses from](#) separate accounts for each of the funds which would make administration much more simple and easy to track.

- b. Deputy Treasurer Resignation.
 - i. Treasurer Pat Dailey accepted Deputy Treasurer Christi ~~Merideth's~~ Meredith's letter of resignation effective February 29, 2020.
 - ii. Treasurer Pat Dailey appointed Jessica ~~Babbit~~ Babbitt as Deputy Treasurer effective March 1, 2020.

8. Public Comment

- a. The second public comment period was opened at 8:05 pm, and there were no public comments. The second public comment period was closed at 8:05 pm.

9. Adjournment

- a. There being no further business to conduct, Supervisor Major adjourned the meeting at 8:06 pm.

Minutes prepared by Supervisor Major on March 4, 2020. Minutes approved March 11, 2020.