

MINUTES
TOWNSHIP OF GREENBUSH REGULAR BOARD MEETING

1. Supervisor Major called meeting to order at 7:00 p.m. on Mar. 11, 2020 at the Township of Greenbush Hall. 2 guests were present, all joined in the Pledge of Allegiance.
2. Roll call
Present: Supervisor C. Lee Major, Clerk Shannon Story, Treasurer Pat Dailey, Trustee Mark Parent, Trustee Sheila Scott
3. Agenda –
Motion to approve the agenda as submitted –Trust. Parent/Super. Major - all ayes - motion carried.
4. Minutes –
 - a. Regular 02/11/2020- change next meeting date year to 2020
Motion to approve the Feb.11, 2020 regular board meeting minutes as amended – Treas. P. Dailey /Trust. Parent – all ayes - motion carried.
 - b. Election 02/11/2020-
Motion to approve the Feb.11, 2020 election board committee meeting minutes as submitted – Treas. P. Dailey /Trust. Parent – all ayes - motion carried.
 - c. Special 02/20/2020-adjourn time 11:22; close of 2nd public comment 11:21; delete 7a
Motion to approve the Feb.20, 2020 special meeting minutes as amended – Trust. Parent/Treas. P. Dailey– all ayes - motion carried.
 - d. Special 02/26/2020- 7a last paragraph should read “Board will consider dispensing expenses from separate”; 7.b.i. change spelling to Meredith; 7.b.ii. change spelling to Babbitt
Motion to approve the Feb.26, 2020 special meeting minutes as amended –Treas. P. Dailey/Trust. Scott– all ayes - motion carried.
5. Public Comments – Commissioner Brummund invited the board to April 15, 2020 meeting at the commissioner’s room.
Scott Stephenson from the Sheriff’s department introduced himself; discussed liquor inspections, may want to have the Sheriff’s department complete, look for a new form from State of MI, LCC; able to complete an extradition; Resource officer is back in the school 3 days a week, April will move up to 4-5 days a week; back to doing some snow mobile patrol; big elderly abuse case coming to a close; received 96- 800 MHz radios from Genesee County to hand out; Customs and Border Patrol grant will get them a F-250 to pull the boat with a little leftover for some overtime wages, gas and oil, 3 year grant; new medical examiner has been hired; Catholic Human Services grant received for 19.5 hours of services for inmates per week;

Running this year to keep his position, has a website set up, that he encourages people to check out, discussed some of his accomplishments and projects he is working on.

Resident on Yukon Drive asked if anything is to be done to her road because it is quite bad and more people have moved in –Super. Major explained that the Road Board does a ride around each spring to survey all of the roads and discuss what can be done.

Jayne Germon from the census bureau reported the importance of the census being done by every household, can do phone or computer and those not done by April 1, 2020 will be mailed a hardcopy, they are still looking for workers - paying \$20.00 per hour and mileage.

6. Financial Report – Treasurer Pat Dailey –\$181,554.57 General fund, \$117,668.78 road fund, \$86,612.91 fire fund, \$29,195.60 Prince Dr., \$0 Kowalski Memorial Fund-closed, revenues were reported, disbursements discussed
Motion to approve the financial report and place on file for audit –Super. Major/Clerk Story –roll call - all ayes - motion carried.

7. Presentation of Bills & Budget – Clerk Shannon Story –Payroll: ck’s #18239-18251 totaling \$6,140.70; Bills: general fund ck’s #18252-18270 \$6,053.30 plus E326-E335 \$3,046.82 subtotaling \$9,100.12, Fire checking #E11 \$158.05, Kowalski/GRAC fund #E1 \$482.67, total of all bills with reimbursements \$9,740.84. Super. Major questioned meetings pay, some discussion; Dave Pelland was a workstation not a laptop
Motion to approve the bills as presented – Trust. Parent/ Treas. P. Dailey – roll call - all ayes - motion carried.

8. Miscellaneous Reports –
 - a. Planning Commission – none
 - b. OWAA – Treas. Pat Dailey reported that Dave Dailey would like to continue to be the representative for The Township of Greenbush, some discussion, resolution supplied by Gary Kellan was read by Treas. Dailey, change electing to appointing at the beginning and elect to appoint at the end, change spelling to Lee Major; Motion to appoint Dave Dailey as the Oscoda-Wurtsmith Airport Authority representative for The Township of Greenbush board, with changes discussed for Resolution 2020-0311.001 - Clerk Story/ Trust. Parent – roll call - all ayes - motion carried.
discussed pay versus volunteer, invite Mr. Dailey to a meeting to give his point of view
 - c. County Commissioner - Carolyn Brummund – submitted her report to the board- old sports center building sale is complete, the new owners should have all items needed/expected for people that are staying at the State Park or that

the community should need or want, Super. Major stated the Maple Syrup Celebration at the Sugar Shack is definitely worth going

- d. Constable – Bill Beatty – Cedar Lake Grocery and Red Rooster are compliant, Lakeside Superette and Lakewood Shore are seasonally closed, stated that he is okay with whatever the board decides about liquor inspections
- e. Fire Chief – Steve Franks - 10 medical calls, 2 fire calls; attend wildfire training; ordered new radios previously discussed; Super. Major asked about old pagers, they are good until they shut down the high band, they can be sold; Trustee Parent asked if they could be traded in toward programming costs, Chief Franks said no
- f. Hall Rental – C. Lee Major – Sept. 2019-Oct. 2020 rentals were handed out for reviewed
- g. GRAC – Treas. Pat Dailey reported a rental in July; discussed new contact for Spencer Park rentals, Clerk Shannon Story will be the point of contact for Spencer Park rentals
- h. Zoning Administrator – Dave Pelland – 0 permits, 1 complaint about cars; call about residential chickens, Super. Major pointed him to the nuisance ordinance; call about 2nd house on a R2 property, some discussion; Clerk Story passed on a complaint about signs hung by Alcona Septic, some discussion
- i. Assessor – Nancy Schwickert – absent, Super. Major discussed BOR meetings

9. Correspondence –

Clerk Story- Campbell auditing 1099 was returned; Michigan Township Participating Plan “Par-plan” info was received, she will scan and email to the board to review before the next meeting

Super. Major – White, Wojda & Curtis bill given to Clerk Story; Truth in Taxation will address March 19, 2020 meeting; Next door Greenbush, be a neighbor app;

Secretary to the Board of Commissioners regarding GIS payment \$50.00- is it 2019 or 2020 contract; Consumers notification February 24, 2020

Clerk Story reported that we were charged for a test deck and marked extra ballots check#18260 \$200.91 must be voided, we are not getting charged for this because they should have been blank

10. Pending Business –

- a. Fence at 3928 E. Cedar Lake Drive – need to mail and a copy needs posted on the property -ZA will go to the court house for clarification
- b. Short term rental R1 - no change
- c. Township hall keys - any quotes on just rekeying the doors? quotes to be sent to Clerk Story
- d. MI Dept. of Treasury – nothing to print but has been submitted via website
- e. OWAA representative – Resolution 2020-0311.001
- f. Township credit cards – Treas. P. Dailey reported that the Huron Community Bank credit card has changed rewards since the board made a motion to move

forward with them, there are no longer statement credits only gift cards – Clerk Story split with Treas. Dailey to do research, Chemical Bank does still do statement credits, no social security numbers will be ran for either but they are submitted along with photo id in case of fraud - everything is ran under the Township tax id number - some discussion, how do you track the gift cards, no township cards and use personal payment to be submitted and be reimbursed, discuss with auditor – Trust. Scott mentioned AAACU and NAFCU, Clerk Story stated you must open an account, Trust. Scott & Clerk Story will split and contact them

g. Bank Signature cards-

Motion to add Shannon Story as Clerk, keep Patricia Dailey as Treasurer, remove Christ Meredith as Deputy Treasurer, remove Shannon Story as Deputy Clerk, add Jodi Breault as Deputy Clerk, Jessica Babbitt as Deputy Treasurer, and remove David Dailey as Clerk, to our bank accounts on the signature accounts – Clerk Story / Treas. P. Dailey – roll call - all ayes – motion carried.

h. Insurance split- not enough info to report

i. Contracts- gave a copy of assessor (Northern) 2006, hall cleaning (Baer) 2010, grounds (Pro Lawn) 2013 and price from 2014, water (McCardel) 2019 – still working on more, waste management and website are on the agenda

j. Garbage- reported Sunrise disposal prices, will disperse bids to the board via email

Motion to cancel Waste Management – Trust. Scott / Treas. Dailey – roll call - all ayes – motion carried.

k. Auditor- info given from Clerk Story

Motion to contract Baird, Cotter & Bishop, P.C as our auditor – Clerk Story / Treas. Dailey – roll call – Super. Major nay, Trust. Parent aye, Trust. Scott abstain, Treas. Dailey aye, Clerk Story aye – motion carried.

l. Website- some discussion, reported 1 quote, more info to come

m. Accounting software- gave quote for Quickbooks, Clerk Story will check on Xero and Cougar Mountain Accounting Software

n. Porta potties- Oscoda Septic only bills once a year, we do not have an outstanding bill, they quoted \$925.00 to empty Spencer Park vaults – 2 porta potties at Cedar Lake park will remain 2 port-a-pots x 1 time /week @ \$90.00 – monies were set aside to clean out the vaults but it was not done in 2019; could put porta potties at Spencer Park cost would depend on quantity, between \$90.00-\$75.00 /month; more info to be collected by Clerk Story

11. New Business –

a. Training pay – meeting pay, .5 meeting vs 1.0 meeting, training pay, look at board policies

b. Oaths- Clerk Story handed out a sheet showing the dates of the Oaths of Office taken by all boards and MTA recommended boards that should take the Oath of Office, not sure of terms for all boards but put last terms that were on the last

sheet left, Chief Franks gave a book for the Clerk to look over; Clerk Story will order 5 Zoning books, 5 Planning books and 2 responsibilities books

- c. Electronics- all printers, monitors, and towers need to be removed from the Township Hall, will be pulled from the attic, and moved to the stage to be looked over and then decide what to do from there
- d. Mileage- should be 57.5 per IRS as of 2020, board policy states to pay per IRS

7. Budget- Super. Major asked Treas. Dailey if she foresees the disbursements and balance of revenue to balance what that the budget shows, she expects but it depends on when it arrives; Treas. Dailey will check hall rental; Questions on BOR – wages vs training pay, cost of training should be professional development

12. Public Comments – Commissioner Brummund stated to please make sure that the auditor contract extends 6 months past the auditing period
Steve Franks asked about wording for new millage for August ballot and deadline, Clerk Story gave him a copy of wording and will check once more on the date; add hearing officer to the Oath of Office

13. Meeting adjourned at 10:05 p.m.

Shannon Story
Township of Greenbush Clerk
cc: Board/Attorney

Note: Published prior to board approval – Next regular scheduled meeting Tuesday April 14, 2020 at 7:00 p.m. at the Township of Greenbush Hall.