

Hope Township Board Meeting
Hope Township Hall
August 10, 2021
7:00 pm

Board Members:

Rita Goul, Supervisor
Carol Coyle, Clerk
Starleen Eddy, Treasurer
Mary Jo Letts, Trustee
Bob Davis, Trustee

Visitors:

List with Clerk's copy

TOWNSHIP MEETING CALL TO ORDER:

Township meeting was called to order at 7:00 pm by Supervisor, Rita Goul. Those present were led by the Supervisor in the pledge to the flag.

BUSINESS FROM THE FLOOR: Bob Davis, long time Trustee for Hope Township, submitted his resignation from the Township board to be effective after tonight's meeting. Bob cited health reasons for his resignation.

Motion to accept Bob's resignation made by Starleen and seconded by Carol.

Bob **abstain** Mary **Yes** Starleen **Yes** Carol **Yes** Rita **Yes**

Motion Carried.

CLERK'S MINUTES:

The minutes from the July 2021 meeting had been distributed earlier.

It was moved by Starleen and supported by Rita to approve the minutes. A roll call vote was called-

Bob **Yes** Mary **Yes** Starleen **Yes** Carol **Yes** Rita **Yes**

Motion Carried.

TREASURER'S FINANCIAL REPORT

The financial report was given up to July 31, 2021. A revenue check has been received and deposited. The Summer taxes are coming in and a reminder that Summer taxes are due by September 14, 2021. Report on file in the Treasurer and Clerk's office.

Motion made to **accept and file** the Treasurer's Financial Report was made by Rita and seconded by Carol.

Roll call vote Bob **Yes** Mary **Yes** Starleen **Yes** Carol **Yes** Rita **Yes**

Motion Carried.

OUTSTANDING BILLS:

The bills from the General Fund, Park Fund, Fire Fund and Solid Waste fund were distributed earlier. Question from the floor on the Solid Waste fund to Midland County was asked. Explained this is to the landfill for dumping of recyclables. This fee has been in place and not a new charge to the Township. Parks

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was asked to explain the bill for 174.13 for 4000 dog waste bags. This included a tariff of \$12.19 and shipping of 24.95. Suggested to look at other options before purchasing again from the same company.

It was moved by Rita and supported by Starleen to approve the payment of the outstanding bills. A roll call vote was called-

Bob Yes Mary Yes Starleen Yes Carol Yes Rita Yes

Motion Carried.

DEPARTMENT REPORTS:

FIRE DEPARTMENT: Brian Solomon was not able to be in attendance. However, he submitted the following report. There were 14 calls for July with 10 being Medical, 2 PI (car accidents) 1 wire down and 1 mutual aid.

PARK: David Yahr gave the Parks report. There was an issue brought up by a resident at the Parks meeting about the March meeting minutes. There was discussion from the floor concerning the issue. The resident had previously booked both Park Pavilions for a Craft/Vendor fair and the Santa parade. As a result, the resident has withdrawn the request to rent the Park Pavilion for the Vendor/Craft fair that was going to take place. The location for both events has been moved to the Township Hall. There will be a follow up at the next Park meeting scheduled for September 7, 2021. There has been some activity with laying out a potential course for Disc Golf and the possibility of getting a course approved. The grants are still in the works and will be used to replace the roof on two buildings and installing a security system. Another concern was raised about the mowing at the Park and someone watching the mowing process of the Caretaker and his son. Encouraged to get a license plate number if this happens again. Also, asked about the liability of the minor on the Parks equipment and who would be responsible if something happened to the minor. David will get back to the Board about this concern.

PLANNING-

Bob Davis was present to give the Planning report. Nothing new to report. Next meeting is October 6, 2021 at 7:00 pm. Nicole Kelly, Chairman, was unable to be present but had asked the Supervisor to request funds for a training meeting to cover the Master Plan of the Township. The Master Plan has to be updated every 5 years and that will be due in 2022. Nicole wanted the board to approve an additional 1-2 meetings in order to get the Master Plan updated.

Motion made by Carol and seconded by Starleen to approve 1-2 additional meeting days to the Planning Committee.

A roll call vote was called-

Bob Yes Mary Yes Starleen Yes Carol Yes Rita Yes

Motion Carried.

CHAPEL/CEMETERY- Floyd Andrick was present and reported he recvd 2 calls from surrounding Townships about how nice the cemetery grounds are looking. Carol has recvd a similar call. Thank you to Dan Andrick for a job well done for the cemetery. Discussion from the floor concerning the decommissioning of the Chapel/Cemetery board. This had been discussed, voted on and approved by the Board in April 2021.

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TOWNSHIP CODE AUTHORITY-

July meeting with **2 Mechanical 2 Electrical and 1 Plumbing** The next meeting of the TCA is August 26 2021.

Discussion about TCA wanting only elected officials on the board Supervisor Goul sent a letter against this decision as approved by the board at July's meeting. (Copy of the letter is filed in the Clerks office). The next meeting of the TCA is August 26 2021.

WIXOM LAKE AUTHORITY- No one present

ROAD ADVISORY COMMISSION-

Jody Jordan and Bob Kelly Kelley talked about Bombay Road and the progress being made. Question came up about the status of 5 mile at Richmond Drive and if that area will be fixed while Richmond Drive and Grace Court are being repaired. It will be looked into and reported back at the next meeting.

UNFINISHED BUSINESS-

- 941's - No new update as to fees/fines that will be assessed.
- Park minutes were uploaded to the web site. An additional request for July 2020 and August 2020 was made by the Clerk.
- American Fund payment made for the missed payment from December 2014. This was made to the American Fund company as well as Ann Blake. Question came up to see if this penalty would be recoverable when the rest of the fees/fines for the missed 941's come through. Will have to follow up and report back at the September meeting. Also, question came up to be sure the 941's for Q2 of this year has been filed. The Clerk will follow up and report back at the September meeting.
- The Internal Control policy that was adopted in July for the Clerk and Treasurer to bank reconciliation together went well. In addition, payroll was overseen by the Treasurer while the Clerk was processing payroll.
- BS & A software update-The Township will be saving approximately 1360.00 because the Clerk and Deputy Clerk will load information to ensure clean data to start the new program. BS & A was going to do this based on the information in the current system, Quick Books. It was decided by the Clerk and Deputy that it was better to input the data. In addition, a cloud based system is now available. There will be additional savings associated with this as a new computer, server system, back up hard drive will no longer be necessary to purchase.
- There has been work on the 2021-2022 Budget as new information has come to the attention of the Clerk, Deputy Clerk and Supervisor. The revised budget was presented.

Motion made by Starleen and seconded by Rita to accept the revisions.

A roll call vote was called-

Bob Yes Mary Yes Starleen Yes Carol Yes Rita Yes Motion Carried

NEW BUSINESS-

- Policy on Tax Exempt Status was presented (Copy in the Clerk's office)

Motion made by Bob and seconded by Mary to accept the policy as written.

A roll call vote was called-

Bob Yes Mary Yes Starleen Yes Carol Yes Rita Yes

Motion Carried.

- Policy on Entering into Contracts/Memberships was presented (Copy in the Clerk's office)

Motion made by Starleen and seconded by Rita to accept the policy as written.

A roll call vote was called-

Bob Yes Mary Yes Starleen Yes Carol Yes Rita Yes

Motion Carried.

- Policy on the use of a Signature Stamp was presented (Copy in the Clerk's office)

Motion made by Mary and seconded by Carol to accept the policy as written.

A roll call vote was called-

Bob Yes Mary Yes Starleen Yes Carol Yes Rita Yes

Motion Carried.

- Forms were presented to be used by all persons/committees requesting reimbursement for meeting attendance, mileage, pay and expenses. Discussion from the floor about using forms they had been using and if they could continue. Mary asked if the reason for the forms in the first place was for uniformity and the Clerk responded yes. The Treasurer asked to put all 4 forms into one motion to accept the forms to be used. Motion made to combine all 4 forms by Mary and seconded by Starleen.

(Copies are in the Clerk's office. These forms will be available by email if requested)

A roll call vote was called-

Bob Yes Mary Yes Starleen Yes Carol Yes Rita Yes

Motion Carried.

- It was announced that Vern has retired from the Board of Review. The alternate, Scott Deitz has accepted the position. A motion was made by Rita and Seconded by Bob to add Scott to the Board of Review.

A roll call vote was called-

▪ Bob Yes Mary Yes Starleen Yes Carol Yes Rita Yes

Motion Carried.

- Propane contract is due for the next year. Carol presented the three bids from Stanford Oil, Ferrell Gas and Blue Flame Propane. The best pricing was from Blue Flame at \$1.699/ gallon. Based on this, Carol recommended the Township stay with Blue Flame and use the pre-pay option. It was also noted the usage may be up from last year as the Offices are now being used more, the Hall is now available for rent and the Chapel may hold more services. Due to Covid last year and the restrictions being lifted, there may be increase usage of the Township facilities.

A motion was made by Rita and Seconded by Starleen to go with Blue Flame again this year for the Propane provider and to pre pay as had been done in the past.

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▪ Bob Yes Mary Yes Starleen Yes Carol Yes Rita Yes

Motion Carried.

- Code Authority will be closed for a few days and the dates are posted at the Township Hall and are available in the Clerk's office.
- The Assessor has requested funds to purchase a new laptop, docking station and monitor. The amount needed \$2520.98 to make this purchase.

A motion was made by Rita and Seconded by Starleen

A roll call vote was called-

▪ Bob Yes Mary Yes Starleen Yes Carol Yes Rita Yes

Motion Carried.

- Township Insurance will be \$14,815.00 for the next year. This includes the Township Hall, Park, Chapel (\$5,926.00) and Fire Hall, equipment, vehicles (\$8,889.00). Slight increase of \$146.00 from last year.
- MCTOA Membership Dinner is Sept 16, 2021 and this is no charge for Township officials and significant other. Need to RSVP.
- Mosquito Control Tire Drive on Saturday, August 28, 2021 from 8-noon. Must call to make an appointment. 989-832-8677.

No other business

Motion to adjourn made by Bob (his last time to make a motion) and supported by Mary

A roll call vote was called-

▪ Bob Yes Mary Yes Starleen Yes Carol Yes Rita Yes

Carol Yes -Starleen Yes - Bob Yes - Mary Yes- Rita Yes Motion carried

Meeting adjourned by 8:58 pm

Respectfully submitted

Carol Coyle, Clerk

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