

Hope Township Board Meeting
Hope Township Hall
September 14, 2021
7:00 pm

Board Members:

Rita Goul, Supervisor
Carol Coyle, Clerk
Starleen Eddy, Treasurer
Mary Jo Letts, 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: Rita read the job responsibilities to hold the position of Trustee to replace the vacancy left by Bob Davis. Rita asked that anyone interested in the position to raise their hand, stand and introduce themselves and why they felt qualified to do the job. Three people from the floor asked to be considered. They were David Yahr, Curt Alexander and Dan Mieske. After much consideration and discussion among the board members, a motion was made by Starleen and seconded by Rita to have Dan Mieske become the new Trustee. Roll call vote

Mary Yes Starleen Yes Carol Yes Rita Yes

Motion Carried to appoint Dan Mieske as the new Trustee. The Oath of Office was given and Dan joined the board at the table and provided with a board packet.

CLERK'S MINUTES:

The minutes from the August 2021 meeting had been distributed earlier. It was brought to the Clerk's attention that a name was misspelled.

It was moved by Mary and supported by Carol to approve with the corrected spelling of the August minutes. A roll call vote was called-

Dan Yes Mary Yes Starleen Yes Carol Yes Rita Yes

Motion Carried.

TREASURER'S FINANCIAL REPORT

The financial report was given up to August 31, 2021. Reported the Summer Tax Collection is over and there were 6 Point and Pay, which is the credit card processing company. There is no fee to the Township as the processing company passes these fees on to the customer. An update to the ARPA funding was given. The review is in process and if accepted, the money should be coming out in 3 weeks.

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

Roll call vote Dan 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.

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

Dan Yes Mary Yes Starleen Yes Carol Yes Rita Yes

Motion Carried.

DEPARTMENT REPORTS:

FIRE DEPARTMENT: Brian Solomon reported he was not able to bring the number of runs for August, however, he noted there were many more than the previous month. Brian also reported the Air Packs have been ordered and according to the sales rep it may be 6-8 weeks before they arrive. He will be happy if they arrive by Christmas. The cost will be around \$80,000. There will be training associated with the equipment once it arrives. Starleen noted that she will be moving the "Matthews Fund" money into the general Fire Fund Account and close that out prior to the conversion to the BS & A program. A question came from the audience about the emergency alert system. Brian will get in touch with the County to see if there is anything available. In the past, the Fire Dept coordinates the action plan/supplies.

PARK: David Yahr gave the Parks report. The last meeting, September 7th, was moved to the Township Hall due to bad weather. David gave a follow up about the March 7th meeting minutes and the wording in the minutes. Stated he cannot change or amend the minutes as requested at the meeting. David shared he called MTA about Trunk or Treat about funding for the candy. He was told the Township could provide the funding. The Supervisor was going to look into this. There is still a question if a minor is covered under the Township Policy if that minor is injured. A question directly to the insurance company was sent by the Clerk on 9-14-2021. The Grant money came in and will be used to start the installation of the security system. Question on any monthly fee and response by David was there are no monthly fees. Question on "loop time" and how long the information is kept was asked. David will provide more details at next meeting. Starla reported the grant she had written and applied, for has been approve by the **Midland Area Community Foundation. The Midland Area Community Foundation provides philanthropic leadership to strengthen our community by fostering collaboration and giving today and in the future.** The funds were dispersed from the **Catherine Griswold Elliott Endowed Fund.** The amount rcvd was \$10,000. Starla also stated that an additional amount of \$5,000.00 will be available as "matched" funds. She is hoping to get an additional grant that will cover those matched funds. A new Volleyball net has been purchased and will be put up next year as it is too late in the year and the Park will be closing soon. A Disc Golf update was provided and work on this project will continue through the winter. Discussion about cutting the tree down around the sign at the Park. Bob Kelley spoke up and objected to having the tree cut down as it may have been donated by a family member in memory of someone. Discussion continued and decided to give Bob a chance to evaluate the tree and see if he could trim it to maintain the integrity of the tree. Next meeting is October 5th.

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PLANNING-

Rita gave the Planning update as the Chairperson was not present. 5-year plan update due November 2022. Next meeting is October 6th.

CHAPEL/CEMETERY- Floyd Andrick was present and nothing new to report.

TOWNSHIP CODE AUTHORITY-

Rita gave the report of Mechanical 2, Electric 2 and Plumbing 1. These are the permits issued. Next meeting is September 23rd.

WIXOM LAKE AUTHORITY- No one present

ROAD ADVISORY COMMISSION-

Bob Kelley did a ride-along with Mr. Buck and went on every road in the Township. Bob reported there are A LOT of roads in the township. Midland County would like to set up a 5-year plan on what roads need to be addressed. Grace Court, Richmond Drive and Lakeshore project held off until October.

UNFINISHED BUSINESS-

- 941's - No new update as to fees/fines that will be assessed. The Clerk will have to go on a search for the 2015 third quarter report that was never filed. The payment was made, just no paperwork on file with the IRS. It was suggested to contact a congressman to get assistance in obtaining assistance with this issue.
- Park minutes were uploaded to the web site for August 2020. Requested the minutes for August 2021. they were rcvd by email on the next day and have been posted.)
- BS & A software update-The conversion will begin in October. Chuck has been working on the information requested from BS & A to help make the conversion smoother. Hoping to be able to load information from the year end budge to start with clean books. Hopefully the reporting will be better as the current system is not up to speed and cannot produce accurate reports as needed.

NEW BUSINESS-

- Rita asked for volunteers to power wash the Township Hall and Chapel. No one came forth so a bid proposal will be posted on the web site and in the paper.
 - The USDA did a walk through (surprise inspection) on Monday, September 13, 2021. The only finding is to have blue stripes added to the Handicap accessible area.
 - Announced the Audit information has been sent in to the Auditors. Hoping to get the report back before October 13th.
 - Federal Procurement Conflict of Interest Policy was presented. Motion made by Starleen and seconded by Rita to adopt the policy. (copy on file in the Clerk's office)
- A roll call vote was called-

Dan Yes Mary Yes Starleen Yes Carol Yes Rita Yes

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- FOIA—The Township has recvd a FOIA (Freedom of Information Act) from True North Law firm. Rcvd on August 25,2021. This FOIA was covering election information from the 2016,2018 and 2020 elections. A response has to be on file within a 5-day window. The Attorney was contacted, letter of response drafted and filed within the time frame. In addition, one of the conditions of the FOIA is the township has to have forms, policies, procedures etc. posted on the website. A copy of the forms was located, updated manually and posted. The Clerk had to have this done prior to the board meeting and prior to sending additional information in response to the FOIA request. The next deadline for a response is September 16th. There was discussion on what fees to charge for labor and copying costs. Recommendations were made to charge \$100.00 per hour for labor and 0.15 cents for copying. Motion made by Rita and seconded by Starleen to go with those recommendations.

A roll call vote was called-

Dan Yes Mary Yes Starleen Yes Carol Yes Rita Yes

Motion Carried

- Resolution 2022-1 Certification of Abandoned Property for Accelerated Forfeiture Act was presented. Motion to accept by Rita and seconded by Starleen.

A roll call vote was called-

Dan Yes Mary Yes Starleen Yes Carol Yes Rita Yes

Motion Carried.

- Rita asked about Payroll concerns. Discussion about Payroll and how it was handled for the last pay cycle. There was miscommunication between the two offices on procedural issues. Much discussion between the Clerk, Treasurer and Supervisor about how the payroll was handled. Rita stated the Treasurer and Clerk are ultimately responsible for the duties of the office and their deputies. She then made a motion to adjourn the meeting and seconded by Mary.

A roll call vote was called-

▪ Dan Yes Mary Yes Starleen Yes Carol Yes Rita Yes

Motion carried

Meeting adjourned by 8:57 pm

Respectfully submitted

Carol Coyle, Clerk