

Claybanks Township

May 14, 2018
MEETING MINUTES

The regular meeting of Claybanks Township was called to order at 7:30 p.m. by Supervisor Smith with the Pledge of Allegiance. Members present: Smith, Eilers, Lombard, Rabe and Freye.

Agenda Additions – New Business D) Assessing Requirements E) Petty Cash for Park

Minutes

- (A) **Approval of April 9, 2018 regular minutes** - David Rabe made a motion to approve the April 9, 2018 regular meeting minutes. Second by Dan Lombard. All in favor. Motion carried.
- (B) **Approval of April 26, 2018 special meeting minutes** - David Rabe made a motion to approve the April 26, 2018 special meeting minutes. Second by Brenda Eilers. All in favor. Motion carried.

Accounts Payable

- (A) **Approve May Payables** – Mary Freye explained that park check #2493 should be voided as the payment was made by electronic fund transfer. David Rabe made a motion to pay the general fund payables in the amount of \$6,989.48 and the park fund payables in the amount of \$6,693.26 with the correction that check #2493 was voided and the payment made by EFT. Second by Dan Lombard. Smith, yes; Rabe, yes; Eilers, yes; Lombard, yes; Freye, yes. Motion carried.

Correspondence – Miscellaneous correspondence was reviewed.

Public Comment – Holly Hughes was present at tonight's meeting. She is term limited out and will be running for Geoff Hanson's seat. She discussed different bills she has supported and what they are working on at this time, job fairs and auto insurance rates in particular. She was asked about a proposal to change assessing regulations that was received by the township through email. She stated she was not aware of this, but would check on it and get back to the clerk with her findings.

Reports

- (A) **Financial** – General Fund \$203,020.04; Fire Fund \$81,935.38; Road Improvement Fund \$83,820.20, Park Fund \$69,635.76.
- (B) **Zoning Administrator** – Report given by Sara Bizon. She stated she took a lot of phone calls and issued one permit for Mr. Marsh. She is expecting other permits in the near future. The board was appreciative of the report she sent by email to be included in board packets.
- (C) **Planning Commission** – Report given by Art Grumm. The Planning Commission will hold a public hearing on the proposed solar energy ordinance on June 19, 2018 at 7:00 p.m.
- (D) **Cemetery Committee** – Report given by Carol Royalty. There was a good turnout for clean-up day. Close to 30 kids and adults were present. The water has been turned on and Carol has placed flags on veteran graves.
- (E) **Park** - Report given by Jesse Cisneros. He thanked Dan and Paul Lombard for bringing and planting six maple trees. There are only five openings left for Memorial Day weekend. It has been slow so far with the cold weather.

Unfinished Business

- (A) **Park Administration Fee** - Tabled until June, 2018.
- (B) **Campground Notice from DEQ** - The letter from the DEQ was read. Pipe modifications that would need to be made if there are any future additions or replacements were noted.
- (C) **Municipal Civil Infraction Ordinance** - Sara Bizon checked on a time to meet with a judge. She said the courts are very busy right now. She will keep working on setting up a time.

- (D) Planning Commission Appointments** - Eric McFadden and Mark Kutches terms expire in May. Dick Smith has not been able to contact Eric McFadden. Mark Kutches is willing to continue serving. Dick will continue to attempt to contact Eric. It was suggested that we re-appoint both men at this time as there is a Planning Commission public hearing coming up. If Eric chooses not to continue on the Planning Commission, we can work on finding a replacement. Dan Lombard made a motion to re-appoint Eric McFadden and Mark Kutches to the Planning Commission. Second by Brenda Eilers. Rabe, yes; Freye, yes; Eilers, yes; Lombard, yes; Smith, yes. Motion carried.
- (E) Assessor Opening** - We did not receive any response to the ads that were placed in the Beacon and Herald Journal. Dick Smith would like to keep Jim Pease on as our assessor and offer him a one year contract and see what changes the State of Michigan might make. David Rabe suggested running the ads for two more weeks in the Beacon and Herald Journal and continue to contract with Jim Pease on a month to month basis. The board was in agreement with this.
- (F) Scenic Drive and Webster Road Improvements** - Work is underway.
- (G) Solar Energy Draft Ordinance** - The final proposal was included with board packets. There will be a public hearing on June 19. The board will review what the Planning Commission presents after the public hearing.

New Business

- (A) Maintenance Needs at Pine Grove Cemetery** - There are at least three trees that should come down and a hole that needs to be filled in. The board will walk over to the cemetery after the meeting and look over what needs to be done. It will be addressed at the June meeting.
- (B) David and Christi Marsh Application for Farmland & Open Spaces Preservation Program** - David Rabe made a motion to approve the PA116 applications for David and Christi Marsh. Second by Dan Lombard. Eilers, yes; Lombard, yes; Smith, yes; Rabe, yes; Freye, yes. Motion carried.
- (C) Ragnor Race** - We received an email from the Ragnor Race people, who want to come through our township on September 28 and 29, 2018. Mary Freye will email the contact person and ask that we be named additional insured on their event policy.
- (D) Assessing Requirements** - Dick Smith reported there is a change coming in who is going to do the assessing computation. It appears a company in California is being contracted to do this for the State of Michigan. As a result of the upcoming changes, Jim Pease said we will need a printer that will print in color on both sides. We will also need a hotspot that gets 4G. The County does not want to print our tax bills anymore. We will possibly need a new computer with more memory as we will be required to print maps, among other things.
- (E) Petty Cash for the Park or Use Debit Card** - Brenda Eilers said we need to get petty cash for the park, or authorize Jesse and Carol Cisneros to use the debit card for miscellaneous items petty cash has been used for in the past. David Rabe made a motion to authorize Jesse and Carol Cisneros to use the debit card for miscellaneous needs between meetings. Second by Brenda Eilers. Lombard, yes; Rabe, yes; Freye, yes; Smith, yes; Eilers, yes. Motion carried.

Supervisor Comments - Dick Smith said he received a call from a neighbor about a property in the township that has up to 24 trailers on it. They think the trailers are being rented out on a hourly basis. Supervisor Smith stated he will talk to the Sheriff about this.

Adjournment - 8:39 p.m.

Respectfully submitted,

Mary Freye