

Claybanks Township

June 14th, 2021

MEETING MINUTES

The regular meeting of Claybanks Township was called to order at 7:30 p.m. by Supervisor Lombard with the Pledge of Allegiance. Members present: Dan Lombard, David Rabe, Pete Shlagor, Cheryl Rabe and Alice Holsomback Smith.

- (A) **Agenda Additions** – New Business (E) Compensate Jack and Jan Spitler for helping out at park; (F) MTA membership options

Minutes

- (B) **Approval of May 10th, 2021 Regular Meeting Minutes**– Cheryl Rabe made a motion to approve the May 10th, 2021 Regular Meeting Minutes. Second David Rabe. All in favor. Motion carried.

Accounts Payable

- (A) **Approve June 2021 Payables** - David Rabe made a motion to approve the General Fund payables in the amount of \$70,440.15 and the Park fund payables in the amount of \$6,339.99. Second Pete Shlagor. Alice Holsomback Smith yes. Pete Shlagor yes. David Rabe yes. Dan Lombard yes. Cheryl Rabe yes. Motion carried.

Correspondence

- (A) Miscellaneous correspondence was reviewed.

Public Comment- No public comment

Reports

- (A) **Financial-** General Fund - \$420,720.76; Fire Fund - \$111,342.93; Road Improvement - \$131,374.86; Park Fund - \$154,972.19.

- (B) **Zoning Administrator-** 1 permit from ZBA variance. 2 inspections. Permits are trickling in but material expense is impacting number of new permits. There are multiple open permits from pre-covid. MTA offers an online ZBA training which would be ideal for new members. We will need to get July BOR date on website (July 20th). FEMA maps will need to be approved later in summer.

- (C) **Cemetery-** Discussed Moyer grant and how it can be best used for landscaping in Flower Creek Cemetery. Will get quotes from White Lake Nursery and Weesies. Art also inquired about the creation of a cemetery committee, as one has existed in the past.

- (D) **Planning Commission-** The board touched on the proposed amendments and will send to township lawyer for review. The public hearing will occur in August and date will be published in the Oceana County Herald.

- (E) **Clerk-** no report

- (F) **Park Update** – Memorial Day weekend had 67 campers. Next 2 weeks are averaging about 30 campers /wk. The 4th of July is fully booked. Mower is down. Lights in back are out and need to be replaced (by staircase). Pete will present info about picnic table replacements. We need a closing time

sign. Cheryl will check with Hart public works and see where they get their signs. Dumping rights may need to go up next year to \$10 for dump station. Pete Shlagor noted that there may be grant money available for an electric charger port. There is potential future demand for such a charger.

Unfinished Business

- (A) **Picnic tables and fire rings** – Pete Shlagor showed quote for ADA accessible models for frame only (heavy galvanized steel). We need to order 10 – 11 tables (min 10). Proposes 5 ADA and 6 REG **OR** 11ADA. All ADA makes more sense. Jesse believes we should keep using cutoffs from feed store for fire ring replacements. We will need 10.
David Rabe made a motion to purchase 11 ADA picnic tables for \$226/pc + freight. 2nd Alice Holsomback. Alice Holsomback Smith yes. Pete Shlagor yes. David Rabe yes. Dan Lombard yes. Cheryl Rabe yes. Motion carried.
Pete Shlagor made a motion to purchase 10 fire rings at roughly \$55/pc. Cheryl Rabe 2nd. Alice Holsomback Smith yes. Pete Shlagor yes. David Rabe yes. Dan Lombard yes. Cheryl Rabe yes. Motion carried.
- (B) **Appoint new member to BOR** – Dan Lombard informed the board that he has reached out to Mark Kutches, and hopefully will hear back. The new member will ideally be appointed before July 20th.

New Business

- (A) **Cemetery Assistant** - It was noted by Alice Holsomback that she has appointed Sean Smith to perform the duties of Cemetery Assistant, replacing the prior Cemetery Assistant, Art Grumm.
- (B) **FOIA Request** – The clerk informed the board that a graduate student has submitted a FOIA request inquiring if the township has environmental ordinances in place. It was noted by Board members that the Township Master Plan contains ordinances pertaining to its rural preservation district.
- (C) **New Mower for Township Park** – Dan Lombard offered quotes for both a John Deer and Scagg mower. He believes the Scagg is the better industrial mower. There is a local Scagg dealer. Pete Shlagor made a motion to purchase the Scagg mower for the township park in the amount of \$10,933.00. Second Cheryl Rabe. Alice Holsomback Smith yes. Pete Shlagor yes. David Rabe yes. Dan Lombard yes. Cheryl Rabe yes. Motion carried.
- (D) **Availability of Federal COVID funds** – Cheryl Rabe showed documentation regarding Federal Covid funds available to Claybanks Township. There is substantial administration necessary to access these funds. Cheryl Rabe and Pete Shlagor will research next steps in application process and report back to Board.
- (E) **Compensate Jack and Jan Spitler for helping out at park-** Dan Lombard made a motion to compensate Jack and Jan Spitler \$200 for their assistance. 2nd David Rabe. Alice Holsomback Smith yes. Pete Shlagor yes. David Rabe yes. Dan Lombard yes. Cheryl Rabe yes. Motion carried.
- (F) **MTA membership** – The clerk introduced options for renewing the township's MTA subscription and suggested the "Plus" membership which includes access for members to educational materials. Cheryl Rabe made a motion to renew with the "PLUS" option for \$2,183.23. Pete Shlagor 2nd. Alice Holsomback Smith yes. Pete Shlagor yes. David Rabe yes. Dan Lombard yes. Cheryl Rabe yes. Motion carried.

Supervisor Comments- no comments

Adjournment - 8:45 PM
Respectfully submitted

Alice Holsomback Smith

