**C**LAYBANKS TOWNSHIP

February 12, 2024

**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, Peter Shlagor and Cheryl Rabe. Members **absent**: Alice Holsomback.

1. **Agenda Additions**: No additions presented.

**Minutes**

1. **Approval of January 8th, 2024 Regular Meeting Minutes:** Peter Shlagor moved, supported by David Rabe to approve the regular meeting minutes from January 8th, 2024**.** Motion carried.

**Accounts Payable**

1. **Approve February Payables:**  David Rabe pointed out that there were some corrections needed for the February payables. He had not received his ZBA meeting pay, Jeremy VanLoon received regular pay for the ZBA meeting instead of the chairperson rate and Jeff Davey did not have a check made out. With these corrections noted, David Rabe moved, supported by Cheryl Rabe to approve the February payables. Voice vote, motion carried.

**Correspondence -**  No correspondence presented.

**Public Comment -**  A resident commented on a potential issue with being unable to get in touch with anyone at the park to reserve the pavilion in July. He said he had sent several emails to the park’s email address and had not heard anything. It was explained to him that the manager will not be back on site until April and that reservations can be made online through the township’s website. He said he had tried that, but it didn’t show the pavilion. It was explained that it is there and reservations can be made online for the pavilion, under day use.

Al Blohm informed the board that the township should be receiving a letter from the County Planning Commission Board regarding a meeting regarding planning and zoning for townships on May 16, 2024 from 6:30 p.m. to 8:30 p.m. at the County Annex Building.

Dan Yost from Grant Fire Department gave a brief update on what the fire department has been doing and what their call volume was for the last year and what it is so far this year. He also mentioned that Grant Fire Department and the Shelby Fire Department will have a combined fundraiser with a Polar Plunge at Stony Lake on March 2, 2024.

**Reports**

1. **Financial** – General Fund Operating- $120,280.52; Fire Fund-$126,249.70; Road Fund - $78,561.77; Cemetery Fund (Flower Creek and Pine Grove)- $5,364.55; ARPA - $81,548.84; Park Fund - $182,192.16 and Tax Account- $221,464.26. Cheryl Rabe, treasurer, informed board that as of the date of this report, the township has collected the following in 2023 property taxes: township operating-$56,341.35; township fire fund-$33,577.01; township road improvement fund- $93,144.02; township administrative fee-summer- $8,775.82 and township administrative fee-winter- $13,584.64. The amount shown in the fund balance may not reflect what was collected due to timing of disbursements.
2. **Zoning** – Zoning Administrator was absent, no report available.
3. **Planning Commission** – The next meeting of the planning commission will be in April. Peter Shlagor suggested the possibility of a township clean up, however it was explained that it was costly and someone had to be present to check residency accuracy.
4. **Clerk** – Township Clerk was absent, no report given.
5. **Cemetery** – Although there was no report from the Cemetery committee, Art Grumm wondered about the possibility of expanding Flower Creek Cemetery to the south vs. the north. This is something the committee can look into.
6. **Park** – Peter Shlagor said work on the observation deck is continuing with seat placement at this time. He also showed the board a couple of different restroom styles, one which was actual separate, lockable rooms with several in a row, vs. stall type facilities all in one room. The board chose the separate lockable room style as being the easiest to clean and the safest.

**Unfinished Business** – None

**New Business**

1. **Uniform Service Local Franchise Agreement** – A representative from Charter Communications gave an explanation of the franchise agreement. Charter had received Federal funds to bring high speed internet service to the rural areas and the area they were designated borders a small area of Claybanks Township on the east side of the township. The township could decide to impose a franchise free to those customers in Claybanks that would want to sign up with Charter and whatever percentage the township agreed to would be added to their monthly bill with Charter and would ultimately come back to the township on a quarterly basis. Supervisor Lombard pointed out that there might be six houses at best on the little stretch of road affected by this agreement and would not be worth the paperwork. Peter Shlagor moved, supported by David Rabe to assign a zero (0) percent franchise fee. Motion carried
2. **Approve Poverty Guidelines** – A resolution Establishing Poverty Guidelines for Exemption from Property Tax Contributions – 2024 was brought before the board. Peter Shlagor moved, supported by David Rabe to approve this resolution. Voice vote, motion carried.
3. **Schedule Budget Workshop and Hearing** – The board has decided to schedule a budget workshop for Friday, March 1, 2024 at 7 p.m.
4. **Upcoming Expiration of Township Millage** – David Rabe moved, supported by Dan Lombard to table this item until the March meeting.
5. **Park Administration Fee for 2024 Season –** David Rabe moved, supported by Peter Shlagor to table this item until the March meeting.
6. **Park Investments**  - Peter Shlagor approached the board regarding investing park funds and various township fund monies into Michigan CLASS Investment Pool and/or CD’s at Shelby State Bank or other financial facility depending on interest rates. Michigan CLASS is a local government investment pool prioritizing safety, liquidity, convenience and a competitive yield to participating members. His suggestion is to take funds from the park and invest into both Michigan CLASS where as well as a CD and do CD’s with funds from the fire fund as well as the road improvement fund. Treasurer Cheryl Rabe said she was not comfortable doing that at this time with park funds with upcoming construction this summer and the funds that are in the fire and road funds cannot be used for anything other than what the millage stipulates. After more discussion, Peter Shlagor moved to invest park funds of $150,000 total; $100,000 going into Michigan CLASS and $50,000 into a CD at Shelby State Bank. With no support made, motion was denied. Dan Lombard mentioned he had moved the picnic tables**.**

**Supervisor Comments**

The regular board meeting will be Monday, March 11, 2024 at 7 p.m. The organizational Board of Review meeting will be March 7, 2024 at 7 p.m. with regular Board of Review on March 11, 2024 from 9 am-12pm and 1-4 pm and March 12, 2024 from 1-4 pm and 6-9 p.m.

**Adjournment** – 8:30 p.m.

Respectfully submitted,

Cheryl Rabe

Township Treasurer