

Claybanks Township

December 14th, 2020
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. This board meeting was held by Zoom due to current guidance regarding the COVID-19 outbreak. Public invitation to this meeting was posted on the Claybanks Township website and the Township Hall.

Agenda Additions

- (A) Unfinished Business C) Snowplowing
- (B) Unfinished Business D) Consider change to the Park camping rate and closing time
- (C) There was a brief discussion of TrueStream internet access and whether both the Township and Township Park had both been enrolled. Clerk will inquire and report back.

Minutes

- (A) **Approval of November 9th, 2020 Regular Meeting Minutes-** David Rabe made a motion to approve the November 9th, 2020 regular meeting minutes. Second by Cheryl Rabe. All in favor. Motion carried.
- (B) **Approval of November 19th, 2020 Special Meeting Minutes-** David Rabe made a motion to approve the November 19th, 2020 special meeting minutes. Second by Pete Shlagor. All in favor. Motion carried.

Accounts Payable

- (A) **Approval of December Payables** - Cheryl Rabe made a motion to pay the general fund payables, in the amount of \$10,257.98, and the park payables in the amount of \$421.84. Second by Pete Shlagor. David Rabe yes. Alice Holsomback yes. Dan Lombard yes. Motion carried.

Correspondence

- (A) Miscellaneous correspondence was reviewed.
- (B) The Clerk received an inquiry regarding Federal Clearance for an prior employee of the Township Park. Dan Lombard and David Rabe supported the former employee and it was decided that the forms could be completed and returned by the Clerk.
- (C) The Township received several notices regarding a water withdrawal notice from the mouth of Flower Creek. After discussion it was decided that the Board needed clarification on the content of the correspondence. Clerk will seek more information.

Public Comment- None

Reports

- (A) **Financial-** General Fund - \$195,328.74; Fire Fund - \$85,254.06; Road Improvement - \$3.86; Park Fund - \$107,400.79
- (B) **Zoning Administrator-** Issued 2 permits. Performed 8 Inspections. 1 parcel combination, 1 boundary adjustment. Working on end of year inspections for zoning and assessing. Board of Review meets Tuesday via zoom. 3 Veterans exemptions, 2 uncappings, 5 PRE's
- (C) **Cemetery-** no report.

(D) Planning Commission- no report.

(E) Clerk- no report.

Unfinished Business

(A) Replace Dan Lombard on Planning Commission - Dan Lombard announced that there are two candidates who have expressed interest in the position, the first being Sean Smith, husband to Alice Holsomback Smith, and Connie Campagna, who was introduced by Pete Shlagor. Since the candidates have not had an opportunity to introduce themselves, it was decided that they would be encouraged to write a letter of interest prior to a decision being made. David Rabe made a motion to table until January meeting. Second Pete Shlagor. All in favor. Motion carried.

(B) Township Park Trees - Update on Status- After review of invoices it was agreed that clarity was needed as to what work had been approved and completed regarding the Sugar Maples planted at the Township Park. The Clerk will contact former Supervisor Richard Smith to get additional information. Dan Lombard also presented a new quote regarding tree maintenance and some strategic thinning of red pines. Pete Shlagor made a motion to approve quote. Second David Rabe. Dan Lombard yes. Cheryl Rabe yes. Alice Holsomback Smith yes. Motion carried.

(C) Snowplowing- Dan Lombard confirmed that Karl Lemmen would do snowplowing for the Township this year.

(D) Consider change to the Park camping rate- Pete Shlagor introduced his research regarding rates and visitor hours from nearby campgrounds. The park manager feels that the closing time for visitors should be 10PM. A motion was made by Peter Shlagor to change the visiting hours at the Township Park to close at 10PM. Second Cheryl Rabe. All in favor. Motion carried.

New Business

(A) Application Fee Property Splits vs. Combinations- Sara Bizon explained that although we charge \$100 for Property Splits, we do not charge a fee for combinations. Many municipalities do charge a fee to discourage owners from getting the assessment done in small installments. David Rabe made a motion to approve a \$100 fee associated with parcel combinations. Second Pete Shlagor. All in favor. Motion carried.

(B) Approve Poverty Guidelines- Sara Bizon introduced the Poverty Guidelines for approval. David Rabe made a motion to approve the Poverty Guidelines. Second Pete Shlagor. Dan Lombard yes. Cheryl Rabe yes. Alice Holsomback Smith yes. Motion carried.

(C) Municipal Retirement Systems - Advanced Contributions Reimbursement- The Clerk updated the board that there would need to be a vote regarding how advanced contributions to the Township annuity would be paid out to retiring Board members. She stated that more information as to the dollar amounts is expected shortly from Municipal Retirement Systems and made a motion to table vote until the January meeting. Second Dan Lombard. All in favor. Motion carried.

(D) Township Road Wishlist- Dan Lombard suggested 2 roads improvements that seem a logical next step from past years work. Namely, the 2400 ft from Wilke Rd to 44th and roughly half mile of 36th, north of Cleveland. The Board was in agreement. The Clerk will complete the wish list and submit.

Supervisor Comments- Dan Lombard stated he is pleased to be working with the newly appointed board and adjourned the meeting.

Adjournment - 8:45 PM

Respectfully submitted

Alice Holsomback Smith