

Claybanks Township

January 11th, 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. 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) Flower Creek water withdrawal
- (B) Unfinished Business D) TrueStream Subscription for Township Hall and Park
- (C) New Business (I) Road signs for condo development
- (D) New Business (J) Trash and debris piles on South end of campground

Minutes

- (A) **Approval of December 14th, 2020 Regular Meeting Minutes-** Pete Shlagor made a motion to approve the December 14th, 2020 regular meeting minutes. Second by Cheryl Rabe. All in favor. Motion carried.

Accounts Payable

- (A) **Amend budget-** Alice Holsomback Smith informed the board that the Election Commission was over budget for November 2020. David Rabe made a motion to cover election budget overage from last year's budget in the amount of \$1,828.08. Second Pete Shlagor. Cheryl Rabe yes. Dan Lombard yes. Alice Holsomback Smith yes. Motion carried.
- (B) **Approval of January Payables -** Cheryl Rabe made a motion to pay the general fund payables, in the amount of \$27,837.79 and the park payables in the amount of \$446.21. Second by David Rabe. Pete Shlagor yes. Alice Holsomback Smith yes. Dan Lombard yes. Motion carried.

Correspondence

- (A) Miscellaneous correspondence was reviewed.
- (B) Clerk reviewed notice from GLE energy regarding improvement to lines on Scenic Dr which will begin in 2021. GLE will provide additional notice prior to work beginning

Public Comment- None

Reports

- (A) **Financial-** General Fund - \$292,028.97; Fire Fund - \$101,180.80; Road Improvement - \$44,180.70; Park Fund - \$107,118.66
- (B) **Zoning Administrator-** Issued 1 permit. Performed 17 Inspections.
- (C) **Cemetery-** no report.
- (D) **Planning Commission-** no report.
- (E) **Clerk-** Alice Holsomback Smith noted that she is completing the training for Election Bureau accreditation and will soon have access to necessary election resources, such as the QVF.

Unfinished Business

(A) Municipal Retirement Systems - Advanced Contributions Reimbursement – Alice Holsomback Smith introduced three options for disbursement of advanced contributions to pensions for retiring board members. The Board concluded that more information was needed as to how disbursement has been handled in past. David Rabe made a motion to table until February until more information is obtained by clerk. Second Cheryl Rabe. All in favor. Motion carried.

(B) Appoint Member to Planning Commission- It was noted by the board and Art Grumm that the primary candidate, Connie Campagna has an impressive resume and excellent prior experience for the Planning Commission position.

(C) Flower Creek Water Withdrawal Notice – Alice Holsomback Smith noted that the water withdrawal is taking place in Grant township and has reached out by email to Grant Township Clerk to see if more information is available. It was also noted that this notice is not asking the township for input, as the decision has already been made, but rather informs the township of its right to be included in a watershed review board, or to create one if no such board exists.

(D) TrueStream Subscriptions for Township Hall and Park – The Clerk confirmed that both the Township Hall and Park are both enrolled for TrueStream service.

New Business

(A) Schedule Budget Workshop – The board reviewed prior year's dates for both the Budget Workshop and Budget Hearing and agreed to schedule both dates at February Regular Board meeting.

(B) Additional information regarding Park rate – Cheryl brought it to the board's attention that the camping rates on the website include a \$5 upcharge for holiday weekends but this upcharge is not reflected on the reservations site, and thus is not charged. David Rabe noted that this amount was charged in the past to cover security that was necessary at the time. Pete Shlagor made a motion to keep the rates the same for 2021 but to re-visit the Holiday upcharge for 2022 rates. Upcharge will be taken off Township website. Second Dan Lombard. All in favor. Motion carried.

(C) Reimburse Pete Shlagor for MTA training – Pete Shlagor presented information on the Trustee training he obtained through the Michigan Township Association. David Rabe made a motion to reimburse Pete Shlagor in the amount of \$99.00 for this training. Second Cheryl Rabe. Alice Holsomback Smith yes. Pete Shlagor yes. Dan Lombard yes. Motion carried.

(D) Hardwood quote – Dan Lombard suggested getting a survey of the Southern line of the hardwood area to ensure that the marked trees are not on the adjacent property. Pete Shlagor made a motion to have the Southern line surveyed. Second Alice Holsomback Smith. David Rabe yes. Cheryl Rabe yes. Dan Lombard yes. Motion carried.

(E) Email & Website security – Alice Holsomback Smith addressed the recent issues with bogus emails circulating between board members and suggested that this may be driven by names and email addresses publicly listed on the township website. No additional action was suggested at this time.

(F) Township Internet Domain – Alice Holsomback Smith presented options to renew internet domain for the township website. Pete Shlagor made a motion to approve the internet domain agreement for two years. Second Cheryl Rabe. Alice Holsomback Smith yes. David Rabe yes. Dan Lombard yes. Motion carried.

(G) MiDEAL for Park – Alice Holsomback Smith explained the MiDeal subscriptions, benefits and fees. The board came to the conclusion that with no upcoming purchases, the subscription is not worthwhile this year.

- (H) Smart Thermostat for Town Hall-** Alice Holsomback Smith proposed updating the current Town Hall thermostat to a smart thermostat to moderate propane costs. The hazards of pipe freezing and sensitive electronics was discussed. There was consensus amongst board that an upgrade to thermostat was not necessary at this time.
- (I) Road signs for condo association –** Pete Shlagor presented the need for road signs from Scenic Dr to the condo development. The township would need to approve the road sign request and pass the approval onto the Road Commission. One of the road names in the condo development is similar to a public road in Pentwater and there is a concern that it might cause confusion to first-responders. There may be a need for the condo property association to choose new name. Pete will report back on status, prior to vote for approval.
- (J) Trash and debris piles on South end of campground –** Dan Lombard suggested that some of the debris piles may actually be next to approved trash cans. David Rabe agreed to stop by and inspect. It was also suggested that other debris on Park campgrounds might be addressed in an August cleanup.

Supervisor Comments- Dan Lombard had no additional comment.

Adjournment - 8:59 PM

Respectfully submitted

Alice Holsomback Smith