

Claybanks Township

July 12th, 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, Cheryl Rabe and Alice Holsomback Smith. Peter Shlagor was not present.

- (A) **Agenda Additions** – New Business (F) Wedging 4 spots on 64th, Arthur and 56th; (G) What to do with old mower that has been repaired; (H) Discuss propane price cap for season

Minutes

- (B) **Approval of June 14th, 2021 Regular Meeting Minutes** – David Rabe made a motion to approve the June 14th, 2021 Regular Meeting Minutes. Second Cheryl Rabe. All in favor. Motion carried.

Accounts Payable

- (A) **Approve July 2021 Payables** - David Rabe made a motion to approve the General Fund payables in the amount of \$11,262.13 and the Park fund payables in the amount of \$7,365.13. Second Cheryl Rabe. Alice Holsomback Smith yes. David Rabe yes. Dan Lombard yes. Cheryl Rabe yes. Motion carried.

Correspondence

- (A) Miscellaneous correspondence was reviewed.

Public Comment- A township resident inquired whether there are plans to fix Scenic Drive around the township park, and encouraged Board members to attend Road Commission meetings. Dan Lombard gave an update on current road projects and said he plans to attend upcoming Road Commission meetings. A representative for Senator Bumstead introduced herself and addressed residents' concerns about gypsy moths. The rep encouraged residents to reach out directly to the Senator's local office and vowed to get more information for residents regarding the devastation to trees.

Reports

- (A) **Financial-** General Fund - \$444,989.71; Fire Fund - \$111,342.93; Road Improvement - \$131,374.86; Park Fund - \$154,874.08.
- (B) **Zoning Administrator- Issued** 2 permits for a shed and deck. Permits are down this year. Performed 3 inspections. The BOR will meet July 20th @ 7PM- errors only (no disputes).
- (C) **Cemetery-** Trying to get a quote for landscaping. Looking into White Lake Nursery and Weesies for quotes.
- (D) **Planning Commission-** Noted that the planning commission hearing is approaching on August 10th. The clerk confirmed that public notice has been published in the Oceana Herald.
- (E) **Clerk-** The clerk noted that the county was conducting inspections of the township's voting equipment this month.
- (F) **Park Update** – We have hit peak season for campers, although the park had a relatively quiet 4th of July this year. The new mower is working great. The new fire rings are in place.

Unfinished Business

- (A) **Appoint new member to BOR** – Dan Lombard informed the Board that Mark Kutches is willing to step into the position, and will need to be sworn in before the 20th. David Rabe made a motion to appoint Mark Kutches to the Board of Review. 2nd Cheryl Rabe. All in favor. Motion carried.

New Business

- (A) **Discuss Township Annuity per Pete's research** – Cheryl Rabe noted that we may want to research Municipal Employees Retirement System, which is widely used by local government. Alice Holsomback made a motion to table until next month when all members are present. 2nd David Rabe. All in favor. Issue is tabled.
- (B) **Update on COVID funds available to township** – Cheryl Rabe reported that she has obtained the necessary DUNS number and has started process to get Federal ID for grant. We should be prepared for the July 27th deadline for application.
- (C) **Zoning & Assessor Laptop** – Sara Bizon expressed the need for a new Zoning & Assessing laptop and described specs needed to run the zoning (BS&A) software. Cheryl Rabe made a motion to purchase the laptop, not to exceed \$2500. 2nd Alice Holsomback. Alice Holsomback Smith yes. David Rabe yes. Dan Lombard yes. Cheryl Rabe yes. Motion carried.
- (D) **Ordinance Addressing Floodplain Management** – Sara Bizon explained the need to pass a resolution to accept FEMA's Floodplain Management specifications, and noted that if they are not passed, township residents will lose their ability to carry flood insurance. David Rabe made a motion to pass the resolution. 2nd Alice Holsomback. Alice Holsomback Smith yes. David Rabe yes. Dan Lombard yes. Cheryl Rabe yes. Motion carried.
- (E) **MTA Principles of Governance Document** – The clerk introduced the MTA "Principles of Governance" Statement, which details best practice for Board members and asked the Board to formally accept the document. Alice Holsomback made a motion to accept the Principles of Governance Document. 2nd Cheryl Rabe. Alice Holsomback Smith yes. David Rabe yes. Dan Lombard yes. Cheryl Rabe yes. Motion carried.
- (F) **Wedging 4 spots on 64th, Arthur and 56th** - Dan Lombard has quote from API in Muskegon, comes out to \$66,798, in preparation for layover next year. He would like to approve quote and plans to go to road commission and ask for help. This will fix almost a mile of bad roads. Alice Holsomback made a motion to approve the wedging quote in the amount of \$66,798.00. 2nd David Rabe. Alice Holsomback Smith yes. David Rabe yes. Dan Lombard yes. Cheryl Rabe yes. Motion carried.
- (G) **Old Park Mower** – Dan Lombard informed the group that he had done some repairs on the old Park mower and that the township can potentially sell it. Alice Holsomback suggested posting it on Facebook marketplace.
- (H) **Potential Price Cap for Propane** – Alice Holsomback introduced an offer for a price cap on our propane costs for the year. It was decided that we should research competitive rates and see if we are best served to continue with our current contract. Alice made a motion to table. 2nd Cheryl Rabe. All in favor. Issue is tabled.

Supervisor Comments- no comments

Adjournment - 8:47 PM
Respectfully submitted

Alice Holsomback Smith