

Austin Township Board Meeting

Tuesday December, 10th 2019

Austin Township board meeting was called to order by Supervisor Kenneth Vredenburg at the Township Hall at 14132 Pierce Rd, Stanwood, MI 49346.

Present were: Kenneth Vredenburg, Billie Jean Barnes, Carolyn Towsley, John Brockway, and Sandra Mayo. Two guests present.

- I. 7:40 p.m. Call to order - Pledge of allegiance
- II. Public Comment
  - Tom O'Neil told us that the county had their budget meeting.
- III. Approval of minutes
  - Carolyn Towsley moved to approve October 8th board meeting minutes as presented, Supported by Sandra Mayo. Motion carried.
- IV. Approval of Treasurer's Township and Cemetery Reports
  - Clerk and Treasurer's Township report match. Cemetery report is off 32 cents, clerk will transfer that 32 cents of interest to the correct account and reports will match. Accepted subject to audit.
  - The State Of Michigan Revenue Sharing report will be ready at the next board meeting.
- V. Payment of Township and Cemetery Bills
  - Township Checks #9677 through # 9695, and Cemetery Check # 1647-1650 (excluding 1648).
  - John Brockway moved to approve Township and Cemetery payments, Supported by Sandra Mayo. Motion carried.
- VI. Unfinished Business
  - A. Assessor's and Supervisors Report
    - Kenn received the list of StateTax-Foreclosed Property Title Transfer, we will need to reject the tax foreclosed if it is the board's preference.
- VII. Treasurer's Report
  - Summer taxes 83% paid 99.4%
  - Winter taxes 12% paid 5%
- VIII. Clerks Report
  - Altercare sent a " Thank You" card for all of the work we do for the township.
- IX. Hall Rental Agreement
  - How are we going to give the refunds back?
    - We could set up a separate account, this will help keep track of all of the refunds and the money coming in and going out for refunds. Another suggestion was to use our savings account for hall rental refunds. Carolyn will check with Isabella bank on a new account v.s. Using our savings account for hall rentals.

X. New Business

- A. Rejection of State Tax-Foreclosed Property. Carolyn Towsley moved to reject all Tax-Foreclosed Parcels, supported by Sandra Mayo, motion carried.
- B. Quickbook v.s. BS&A accounting system
  - The cost to set up BS&A is approximately \$23,000. Quickbooks would be the better option, because we already have that program. It would cost \$40 to put quickbooks online/month. They will show us how to migrate our desktop information online, 3 people would have access to quickbooks. Once quickbooks is online it automatically backs-up and we don't have to do it manually. If we sign up now we get the first 3 months for \$12. Carolyn Towsley moved to purchase the upgrade with Intuit, supported by Sandra Mayo. Motion carried.
- C. Budget and Salaries
  - Account 575-573 \$4,200 should be in account 450-670 (Metro-Act)
  - Account 664-672, interest looks high. Treasurer and Clerk will look at this account.
  - We recommend that the Clerks salary go from \$13,500 to \$15,000 and the the Deputy Clerk and Treasurer wage go from \$12.50/Hr to \$15.00/Hr
  - We will take under advisement for the next board meeting that other positions CPI goes to 2%.

Meeting adjourned at 8:56 pm

Billie Jean Barnes