

## Austin Township Board Meeting

Tuesday January, 14th 2020

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, Amber Schneider, John Brockway, and Sandra Mayo. One guest present.

- I. 7:33 p.m. Call to order - Pledge of allegiance
- II. Public Comment
  - Tom O'Neil told us that the Mecosta County Park Commission approved a motion during the December, 17th 2019 Park Commission meeting requesting that the Mecosta County Board consider allowing a .5mill/5-year millage proposal to be administered during the August 2020 election cycle.
- III. Approval of minutes
  - Sandra Mayo moved to approve December 10th board meeting minutes as corrected, subject to audit. Supported by John Brockway. Motion carried.
- IV. Approval of Treasurer's Township and Cemetery Reports
  - Clerk and Treasurer's Township and Cemetery reports match.
  - The State Of Michigan Revenue Sharing report was given to the board.
  - The General Fund income was from hall rentals, Workers Comp refund, Franchise fees, mecosta county homestead denials for the past three years refund and interest.
  - Received a lot of property tax payments. However, no checks have cleared yet that were written in December.
  - Opened a new company account for Hall rentals and deposit refunds, Carolyn put money in that account to cover the cost of the checks.
- V. Payment of Township and Cemetery Bills
  - Township Checks #9697 through # 9715, and Cemetery Check # 1634.
  - Sandra Mayo moved to approve Township and Cemetery payments, Supported by John Brockway. Motion carried.
- VI. Unfinished Business
  - A. Assessor's and Supervisors Report
    - The 8 mile signs are back up permanently, the decision was made earlier on 1/14/2020 at the road commission meeting.
    - Kenn turned in our road project list to the road commission.
- VII. Treasurer's Report
  - Carolyn sat in on the Chart Chat on 11/7/19, there will be another update available at the end of December. The biggest part of the "chat" was larger units having problems with not enough numbers for what they work with.
  - BS&A provided information to help develop the new Chart of Accounts.

- Drop Dead date implementation date is based on Fiscal Years. Ours will be April 1st, 2021 to have revisions in place.
- As of 12/31/2019 Summer tax, 85% of taxpayers have paid 99.77% of summer tax dollars due ( 261 taxpayers delinquent - \$53,970.97 still due).
- Winter tax payments, 40% taxpayers have paid 27% of winter tax dollars due.
- Carolyn opened a checking account at Isabella Bank. It is called Hall Account. It will be considered an individual company. Carolyn has generated a Quickbook company file for it and an Excel sheet for as an individual company account. Checks will be duplicated and require two signatures.

#### VIII. Clerks Report

- Gave the board information regarding the Michigan Association of Planning, Planning & Zoning workshops. I also informed them of the pamphlet we received from Consumers Energy regarding natural gas and pipeline safety.
- We received a letter in the mail saying we could get an additional 5 year Service and Support Contracts. Kenn recommends I talk to Marcee about this.

#### IX. QuickBooks

- Carolyn got another representative to talk to about switching QuickBooks Desktop Pro to QuickBooks Online. The original numbers on their website were deceiving. This representative said we need to have QuickBooks Online Plus with Core Payroll since we prepare paychecks with with QuickBooks. The cost would be; \$115 plus \$4/5 employee payroll = \$135/month x 12months = \$1,620. Much more than originally quoted. After looking at the options to pay monthly to QuickBooks, changing savings account to checking account, Billie Jean and I don't this this would be advantageous to change the savings to checking because that would change the account number. It has taken a fair amount of time to get the Federal account and State account set up with auto withdrawal and also the Stabilization deposit. What are the boards thoughts?
- The board has decided to table this until the next board meeting on 2/11/2020, Carolyn will be back and able to give more input.

#### X. Hall Rental account

- Carolyn opened a checking account at Isabella Bank. It is called Hall Account. It will be considered an individual company. Carolyn has generated a Quickbook company file for it and an Excel sheet for as an individual company account. Checks will be duplicated and require two signatures.
- How long will we hold dates for people that want to rent the Hall, before they pay the Hall rental fee and Deposit?

#### XI. New Business

##### A. 2020-2021 Budget

- Was discussed

##### B. 8 mile Road Stop Signs

- Earlier this morning on 1/14/2020 it was voted on to put the 8 Mile Rd stop signs back up, permanently at the intersection of 8 Mile Rd and 170th Ave. This decision was made after community members expressed their concern for safety, and their belief that, that intersection was

dangerous to only have a stop sign at 170th Ave. They expressed their concern both by phone calls and by going to the Road Commission meeting this morning.

C. Salaries Resolutions

- Trustees salary increases 2% to \$2,050/year. John Brockway moved to approve trustees salary, supported by Sandra Mayo. Roll call, Sandra Mayo voted yes, John Brockway voted yes, Billie Jean Barnes voted yes and Kenn Vredenburg voted yes. Motion carried.
- Supervisor salary increases 2% to \$7,000 John Brockway moved to approve supervisors salary, supported by Sandra Mayo. Roll call, Sandra Mayo voted yes, John Brockway voted yes, Billie Barnes voted yes and Kenn Vredenburg voted yes. Motion Carried.
- Assessors salary increases 2% to \$20,800, Sandra Mayo moved to approve supervisors salary, supported by Billie Jean Barnes. Roll call, Sandra Mayo voted yes, John Brockway voted yes, Billie Jean Barnes voted yes and Kenn Vredenburg voted yes. Motion Carried.
- Clerk Salary goes from \$13,500 up to \$15,000 John Brockway moved to approve clerks salary, supported by Sandra Mayo. Roll call, Sandra Mayo voted yes, John Brockway voted yes, Billie Jean Barnes voted yes and Kenn Vredenburg voted yes. Motion Carried.
- Treasurer's salary increases 2% to \$14,000/year Sandra Mayo moved to approve treasurer's salary, supported by John Brockway. Roll call Sandra Mayo voted yes, John Brockway voted yes, Billie Jean Barnes voted yes and Kenn Vredenburg voted yes. Motion carried.

D. Retirement Age Resolution

- Our retirement plan has our retirement age at 65, this means that if we are all still with the township we may not draw anything out until we are 65 years old. If we do a resolution we can change that age to 55.
- John Brockway moved to change the normal retirement age from 65 to 55, supported by Sandra Mayo. Roll Call Vote
- Sandra Mayo voted Yes, John Brockway voted Yes, Billie Jean Barnes voted yes and Kenn Vredenburg voted yes. Motion carried.

E. 8 mile Road Stop Signs

- Earlier this morning on 1/14/2020 it was voted on to put the 8 Mile Rd stop signs back up, permanently at the intersection of 8 Mile Rd and 170th Ave. This decision was made after community members expressed their concern for safety, and their belief that, that intersection was dangerous to only have a stop sign at 170th Ave. They expressed their concern, both by phone calls and by going to the Road Commission meeting this morning.

F. Ford Drain Board of Determination Notice

- There will be a meeting on January 22, 2020.
- When the Drain commissioner delivered the notice she could not answer all of the questions Kenn asked.

- At this meeting, we will learn what Austin Townships Share will be.
- G. March Election/ Board meeting conflict
  - The Austin Township Board meeting for March is currently scheduled for 3/10/2020, this also happens to be the same day the March election is held on. As a board, we have decided to move the March board meeting to March 3rd, 2020 at 7:30pm.
- H. Spring Weight Restrictions
  - The Mecosta County Road Commission wants to let trucks use 135th Ave this spring. Austin Township should let the Mecosta County Road Commission know if dont want them to do that.
  - Sandra Mayo moves to place Spring Weight Restrictions for the spring of 2020, supported by John Brockway. Roll Call Vote: Sandra Mayo voted yes, John Brockway voted yes, Billie Jean Barnes voted yes and Kenn Vredenburg voted yes. Motion carried.

Meeting adjourned at 9:12 pm

Billie Jean Barnes