

Austin Township Board Meeting

Tuesday February, 11th 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, Carolyn Towsley, John Brockway, and Sandra Mayo. One guest present.

- I. 7:30 p.m. Call to order - Pledge of allegiance
- II. Public Comment
 - Tom O'Neil told us that there are three people currently running for Sheriff but there could be a fourth.
- III. Approval of minutes
 - Carolyn Towsley moved to approve January 14th board meeting minutes as corrected, subject to audit. Supported by Sandra Mayo. Motion carried.
- IV. Approval of Treasurer's Township and Cemetery Reports
 - Clerk and Treasurer's Township and Cemetery reports match.
 - Received a Revenue Sharing check in January. Report shows we are very close to meeting last year.
 - The Chippewa Hills and MOTA income are reimbursement checks for the Election we held for them in November.
 - CDARS income goes directly in the General Fund Checking account.
 - Hall Account, refund check was issued. There was a transit and service charge applied to the hall account, Carolyn called Isabella bank and spoke to Jill, the account was not set up correctly, those charges will be removed in March and credited back to the account.
 - January Property Tax is mostly income coming in.
 - Carolyn has issued all the disbursement checks today for batches 35 through 41.
 - Accepted subject to Audit
- V. Payment of Township and Cemetery Bills
 - Township Checks #9716 through # 9737, and Cemetery Check # 1651.
 - Carolyn Towsley moved to approve Township and Cemetery payments, Supported by Sandra Mayo. Motion carried.
- VI. Unfinished Business
 - A. Assessor's and Supervisors Report
 - The Board of Review meetings will be Monday, March 9 2020 from 9:00 a.m. to 12:00 p.m. and 1:00 p.m. to 4:00 p.m. and Wednesday, March 11 2020 from 1:00 p.m. to 4:00 p.m. and 6:00 pm to 9:00 pm.
- VII. Treasurer's Report
 - Tax Collection - Summer Taxes, 88% have paid 95% of taxes. Winter Taxes, 71% have paid 83% of taxes.

- Carolyn received an agreement from Chip Hills to collect Summer School Property Taxes. It is still set at \$3.00, but we will just probably Charge them the \$2.50. Carolyn Towsley, Sandra Mayo, John Brockway, Billie Jean Barnes and Kenn Vredenburg are all in agreement, Carolyn signed the agreement.
- The Warren Group went to Carolyn and wanted all of our Winter Taxes. BS&A put a program together that takes off the Owners name, it only gives the address, parcel ID and the tax amount.
- Lisa Lambert forwarded an email to Carolyn from Proud Cities. They would like to talk to us about the Austin Township website. Carolyn let them know we are currently in a contact, and are happy with our current website.
- There will be another chat on the Chart of Accounts on Thursday from 1:30p.m. to 2:30 p.m.
- The Board of Review Training will be at the Holiday Inn.
- Carolyn Printed off the Equalization essential Duties Checklist.
- Carolyn asked if Kenn knew about the Property Assessing Summitt,
- We received two letters thanking us. One was from the Mecosta Conservation District and the other was from MOTA.

VIII. Clerks Report

- All of the Election Requirements are in your folders for the August Primary Election. In this packet you will see all of the paperwork that needs to be filed along with the deadlines they need to be filed by.
- Today we received word that we will in fact have a Special Election on May 5th, 2020. Morley Stanwood has filed the Proposal language to be on the Ballot. I have also included a copy of the Proposal set for May 5, this also includes the improvements and upgrades they are hoping to do if the Proposal is approved.
- You will also Find a Thank you letter from Walton Erickson Public Library for our donation last year. Attached to the " Thank You" letter is an update about the 2019 Summer reading program, Goodbyes to a couple of the Library Board Members who passed away in 2019. And their Fundraising totals they collected during their Silent Auction in November.
- The MTA's 2020 Capital Conference is 2/26/2020 if anyone is interested in going we can get a discounted rate of \$35 until 2/12/2020.
- I have ordered the new return, secrecy, outer and absentee ballot application envelopes. We also did not have enough voter cards for our ICX machine so I ordered one more, Marcee suggested that we have a couple extra on hand so throughout the year I will be ordering a couple more. Along with this the Bureau of Elections is also recommending using Sharpie Fine Point pens for voting on the ballots. Kenn has asked that I get pricing to see how much it would cost to buy the pens in bulk and have the townships information put on them. If it's not something that I can get before the next election it is okay to buy Sharpie pens to be used on the March 10th election. We are also in need of election workers, please let me know if you have anyone in mind or have the contact me.

- We also received a letter from the Mecosta Conservation District. They are in need of financial assistance to help conduct annual household waste collections. Because the collection volume has increased they are asking that we look at our previous years contributions and consider increasing our financial assistance.
2017- \$350
2018- \$350
2019- \$350
There were 7 households that participated. The average household brings \$85 worth of waste that they pay to properly dispose of. Would we like to contribute this year? If so, how much? We will Take this information under advisement and come back to it at a later date.

IX. QuickBooks

- Quickbooks would not be economical for us and for what we would be using it for. Maybe we should consider going back to BS&A, there is a large start up fee then you just pay a monthly maintenance fee. One question we will need to find the answer to, and have ready for our March 3rd board meeting; Does BS&A do payroll? Carolyn and Billie Jean will look into this.

X. Hall Rental policy

- The policy is in place.
- What Happens if someone calls and cancels without giving enough time to try and get the hall rented to someone else. As a board it was decided to give a full refund or try and schedule for another date.

XI. Ford Drain Board of Determination

- They want to expand the Ford Drain. Aetna will have 559 acres, Austin will have 254 acres, Deerfield will have 840 acres and Mecosta will have 437 acres. Our original cost without the expansion was supposed to be \$606.00. The next step is to have a public meeting to determine everyone's cost including property owners.

XII. New Business

- The census boundary determination is done and going forward.
- Cemetery meeting will be on March 19, 2020 at 7:00 p.m. at the Austin Township Hall.

Meeting adjourned at 9:12 pm

Billie Jean Barnes