

**Lincoln Township**  
**Regular Business Meeting**  
**Minutes**

**June 16, 2022 at 7 PM**

Meeting called to order at 7:01 PM

Present: Rodarmer, Howes, Stockwell, Frantz

Absent: Ungrey (He was late and joined the meeting at 7:15ish)

Supervisor led those present in the Pledge of Allegiance.

Motion to approve the May 19, 2022 minutes by Frantz, seconded by Howes. All “ayes.” Motion carried.

Motion to approve the agenda with additions by Stockwell, seconded by Frantz. All “ayes.” Motion carried.

Additions by Rodarmer:

Supervisor Report item “j” – Township sign update. New Business 10- Sand

Clerk added: New Business: 3e: Records Policy 7. MERS Update, 8. MTA Subscription 9. WCFD-Sharon/Payroll

Public Comment: None

Zoning Report: on file

Fire Board: The Fire Dept is working on the building: paint, trim, and resurfacing parking lot. Sharon presented a request for support for the formation of a WCFD Emergency Responder team. Specifically noting that there were gaps in May when Lincoln Township had no coverage for First Responders due to lack of staffing by Life EMS. Board expressed interest in hearing more about their proposed plan, but was not willing to commit any funds at this point.

Treasurer’s Report: Motion to approve the Treasurer’s Report as presented by Frantz, seconded by Howes. All “ayes.” Motion carried. Stockwell commented that summer tax bills were being mailed and we had received the delinquent tax payout.

Supervisor’s Report:

- a. The “.gov” is fully approved and a team will be formed to help implement.
- b. Veteran’s sign was completed and up by Memorial Day. The trees have been removed and the stumps will be ground by June 17<sup>th</sup>, 2022.
- c. Applied for a security grant for the hall, but we may be denied because we have an open grant at the cemetery.
- d. Clean up day was a success. Thanked all who worked and Schindy’s for providing pizza for workers. In the future, there will be no political campaigning allowed.
- e. Tamm lawsuit meeting is 6/22/22. Robin and Milan will be attending.
- f. Board of Review training is available 6/27/22 and 7/12/22. BOR meets again in July.
- g. Critters under deck have been relocated.
- h. Water issue at the hall has been resolved by Chuck Trapp.
- i. County is working on grant to pave Mundy to the Diamond Lake County Campground.

- j. Township sign will not be finished by Bea. Rodarmer will get bids to get it finished. Howes requested it have a way to attach a flag on Election Days.

#### Unfinished Business:

1. Roads-the Board will not pursue any of the recommendations by the Road Commission for 2022. All of 2021 projects have been completed and billed. Motion by Stockwell to brine roads three (3) times per year prior to Memorial Day, 4<sup>Th</sup> of July, and Labor Day, seconded by Rodarmer. All “ayes.” Motion carried. Discussion by Frantz to switch to Calcium Chloride. Board to research prices in February.
2. Jace Silverthorn-Jace to be hired by the Board to mow the Swim Beach at \$30 per mow as per the job description. Motion to hire Jace Silverthorn by Frantz. Seconded by Rodarmer. All “ayes.” Motion carried. Motion to approve Mowing Job Description by Ungrey. Seconded by Stockwell. All “ayes.” Motion carried.
3. Motion to rescind May’s motion to pay for mowing at North Park by Howes, seconded by Stockwell. All “ayes.” Motion carried. Discussion: Howes explained the legality issues and thanked the residents who do keep it looking so nice. The residents will continue to mow and are willing to sign a liability waiver for the Township. Motion to allow riparian owners to continue to maintain the North Park with signed liability waivers by Rodarmer, seconded by Ungrey. All “ayes.” Motion carried. Howes to contact insurance agency to draft liability waivers.

#### New Business:

1. Election Grant- discussion to enclose storage room for improved election security measures and move voting machines into storage room. Election grant monies could be used. Motion to get quotes by Stockwell, seconded by Ungrey. All “ayes.” Motion carried. Stockwell motioned that since we were already getting quotes that we should do a RFB (request for bid) for necessary ramp repairs, seconded by Rodarmer. All “ayes.” Motion carried
2. Pay reviews: Howes presented current, budgeted and proposed pay increases. See attached sheet. Motion to approve all budgeted increases as per the June 2022 Salary Review to be effective July 1, 2022. Roll call vote: Ayes-Frantz, Stockwell, Ungrey, Howes, Rodarmer. Nays-none. Motion to update the Sexton Contract to reflect weekend grave openings and cremations by Howes, seconded by Stockwell. All “ayes.” Motion carried. Motion to revise Deputy Clerk pay to \$150 per month by Rodarmer, seconded by Stockwell. All “ayes.” Motion carried. Motion to reduce BOR organizational meeting from \$65 to \$35 by Stockwell, seconded by Ungrey. All “ayes.” Motion carried. Motion to raise Clerk salary to \$22,000 by Ungrey, seconded by Stockwell. Roll Call: Ayes-Ungrey, Rodarmer, Frantz, Abstain: Howes Nays-none. Motion carried.
3. Policies:  
Motion to approve revised FOIA policy by Stockwell, seconded by Frantz. All ayes. Motion carried. Motion to approve Ethics Policy by Rodarmer, seconded by Stockwell. All ayes. Motion carried. Motion to approve Records and Email Policy by Stockwell, seconded by Howes. All ayes. Motion carried. Motion to approve Board Packet revisions (timeline changes) by Howes, seconded by Ungrey. All ayes. Motion carried.
4. ZBA/PC – Motion to appoint Howes to fill Noggle’s vacant position on Planning Commission by Ungrey, seconded by Stockwell. All ayes. Motion carried. Motion to appoint Justin Moon to Planning Commission by Frantz, seconded by Stockwell. All ayes. Motion carried. Motion to appoint Roger Ungrey to ZBA by Howes, seconded by Stockwell. All ayes. Motion carried.
5. Quarterly Budget Review-Discussion Howes commented on any amounts that had questionable percentages and answered all Board member questions. There was no action needed.

6. Planning Commission Report- Howes presented the highlights of the June Planning Commission meeting. Discussion about revisions to minimal acreage in Low Density areas as well as they are looking to address minimum square footage requirements on Diamond Lake lots.
7. MERS-Howes questioned if the Board would like a new benefits meeting. Stockwell requested it be a Zoom type meeting. Black out letters were available for Board members. Enrollment forms are needed for Board members.
8. MTA- Motion to approve purchase of MTA's Essential Package for \$750.00 by Stockwell, second by Rodarmer. Discussion by Howes to the fact we have lots of new members on our Planning Commission, ZBA, and Board and she thought it would be more economical and helpful. All ayes. Motion carried.
9. WCFD- Noggle shared a letter outlining a payroll issue with Quickbooks. They were billing the Fire Dept for our payroll expenses. Noggle was requesting \$869.28 be paid to the WCFD. Howes found 2021-2022 payments to Noggle in the amount of \$617.18, bringing the balance down to \$252.10. Howes made a motion to postpone payment until some further research into a per paycheck fee and additional answers from QB, seconded by Frantz. All ayes. Motion carried.
10. Rodarmer requested we contact Jim Maike and figure out the maximum sand yardage we can add per year and that we purchase sand for the swim beach. Motion to purchase maximum amount a sand by Rodarmer, seconded by Frantz. All ayes. Motion carried.

Correspondence:

Kerry from the Road Commission reminding us we have a \$5 brining credit available. Newaygo Co Treasurer sent a letter with tax sale parcels available. Diamond Lake Association newsletter. Tax letter allocation from Newaygo County. IRS with a 2021 941 wrong payment notice. Motion to decline purchase of parcel number 10-13-36-003 by Rodarmer, seconded by Stockwell. All ayes. Motion carried.

Motion to pay bills with the addition of Election Source for \$390.03, Jace Silverthorn, and Virginia Howes by Frantz, seconded by Stockwell. All ayes. Motion carried.

Public Comment: S. Noggle requested we contact E-4 Media and change our billing email.

Board Comments: Howes complimented Frantz and Trapp on how nice the cemetery looked for Memorial Day. Howes thanked Schindy's for providing pizza for Township Clean Up day workers.

Supervisor adjourned meeting at 9:17.

Respectfully Submitted,

Virginia Howes, Clerk