

# Lincoln Township Regular Meeting

March 17, 2022 7 PM

## Minutes

Meeting called to order at 7:01 PM by Supervisor Rodarmer.

Present: Rodarmer, V. Howes, Ungrey, Stockwell, Frantz Absent: Noggle

Supervisor led all present in the Pledge of Allegiance.

Motion to approve the February 17, 2022 minutes with the following corrections (Noggle gave the Fire Board report, not Stockwell. Typo error in CC sentence) by Ungrey. Seconded by Frantz. All "ayes". Motion carried.

Motion to approve the March 7, 2022 minutes with the following correction (Ungrey was added as absent) by Stockwell, seconded by Rodarmer. All "ayes". Motion carried.

Motion to approve the March 17<sup>th</sup>, 2022 agenda with the following addition/corrections:

1. New business #10 – Budget Amendments
2. New business #11 -Approve using Fund Balance for 2021-2022 budget overages
3. New business #12- New computer for Clerk
4. New business #13 – Stipend Agreements
5. Budget Hearing #'s 12 and 13- Building Fund should be Resolution 22-04 and Fire Fund 22-03.

Motion by Stockwell, seconded by Frantz. All "ayes". Motion carried.

Public Comment- several representatives were there to comment on the condition of Meadowbrook (serving 34 residents). It has a lot of wash-boarding and it was very icy this past winter. They requested the Board look at improvements to their road.

Zoning Administrator's Report: Report on file

Fire Board: There was no meeting of the Fire Board in March. Amy Stockwell turned in her Letter of Resignation as Lincoln Township representative. Thanked the Board for the opportunity to serve in that capacity, but realized she needed to focus on her Lincoln Township responsibilities.

Treasurer's Report: Report on file. Motion by Frantz, seconded by Ungrey to accept the reports. All "ayes". Motion carried.

Supervisor's Report:

Board of Review: Board of Review went well. They approved 1 poverty exemption, 12 veteran exemptions, and one taxation complaint.

Website Update: We are approved for the [www.lincolntownshipnewaygocountymi.gov](http://www.lincolntownshipnewaygocountymi.gov). We will have to work on letting the public know about the transitions.

Township Hall Clean-Up: Supervisor would like to have a day in April/early May to spruce up the hall: power wash, update plantings, paint, power wash ramps, etc.

#### Unfinished Business:

Roads: No new recommendations from Road Commission. Will add Meadowbrook to the list to review. Stockwell suggested looking at another section of roads by the lake.

Extra pay: More discussion. V. Howes agreed to donate her hours (8) that could have been done in a group setting, but reminded them they still would have had to pay everyone who helped and that it was a Planning Commission project. Additional discussion about how to prevent this type of situation going forward. Howes suggested that the PC plan ahead and have the project added to the budget prior to commencing another project. Howes also suggested that we have a policy that addresses special project: how they are to get approve, and how they will be compensated. Ungrey requested it be postponed again until the Clerk was present.

Choice One CD: Stockwell explained that even though the Board did not need a motion, First National Bank of America did require a motion in the minutes. Motion to approve moving monies to First National Bank of America by Frantz, seconded by Ungrey. All "ayes". Motion carried.

#### New Business:

Jason O'Connell gave a brief introduction and an overview of Lincoln Township from the County Treasurer's Office.

Howes gave an explanation of the new Public Comment Policy and the reasoning for it.

The Board reviewed the audit quotes (2) for the 2021 Audit and based on the amount of the quote, the additional ARPA reporting support, and the lack of a 50 hour labor cap, and the additional reporting back to the Board, decided with a motion to approve Gabridge and Co. for the 2021 Audit for the amount of \$5687 (?). Motion by Stockwell, seconded by Ungrey. All "ayes". Motion carried.

Motion to approve the 2022-2023 Sexton and Asst. Sexton contracts by Stockwell, seconded by Ungrey. All "ayes". Motion carried.

After discussion about the zoning reports containing more detailed information. Motion was made to approve the 2022-2023 Zoning Administrator's Contract with the addition of a \$40/month gas allowance by Ungrey, seconded by Stockwell. All "ayes". Motion carried.

Motion to approve the Assessor contract with Jennifer Rainey for 2022-2023 with the following revisions (cards on file as of March 31, 2022 and adding BSA reporting to the website) by Stockwell, seconded by Frantz. All "ayes". Motion carried.

Motion by Rodarmer to reappoint Planning Commission member Jeannie Klemundt, seconded by Stockwell. All 'ayes'. Motion carried.

Motion by Rodarmer to reappoint ZBA member Joe Howes, seconded by Frantz. All "ayes". Motion carried.

Motion by Rodarmern to reappoint BOR members Randy Carson, Greg Jensen, and Milan Nerad, seconded by Stockwell. All "ayes". Motion carried.

Motion to amend the 2021-2022 budget as recommended by Stockwell, seconded by Ungrey. All "ayes". Motion carried.

Motion to use necessary monies from the Fund Balance to cover and balance overages for the 2021-2022 budget by Rodarmer, seconded by Stockwell. Roll call vote: Ayes-Frantz, Stockwell, Ungrey, Rodarmer. Nays-none. Absent: Noggle

Discussion about the fact that the Supervisor no longer has access to a computer. She needs a township computer. The recommendation from Howes was to upgrade the Clerk computer because it is too slow and needs to be updated to handle the accounting software. It would make sense to upgrade the Clerk computer and give the Supervisor the older computer. Discussed that it is to come out of the 22-23 budget. Motion to spend up to a \$1000 on a new computer for the Clerk by Rodarmer, seconded by Stockwell. "Ayes" by Stockwell, Frantz, Rodarmer. "Nays" by Ungrey. Motion carried.

Discussion about stipend agreements. Stockwell presented stipend agreements for both phone and internet. She provided the break downs of what we are paying and would be paying and the amounts are about the same, just with a different distribution. It would standardize the stipends and allow more people to participate. It is to be a tiered stipend and the amounts based on amount of use. For 22-23 the rates for phone and internet are \$25 for extensive use, \$15 for regular use, and \$10 for occasional use. The stipends will be available to all Board members. They must have a signed stipend form on file that declares their usage rate. The stipend policy is to become effective April 1, 2022. Motion to accept the Stipend policy by Frantz, seconded by Ungrey. All "ayes". Motion carried.

Motion to close regular board meeting by Rodarmer, seconded by Stockwell at 8:02 PM. All "ayes". Motion carried.

Motion to open Budget Hearing Meeting by Ungrey, seconded by Stockwell at 8:03 PM. All "ayes". Motion carried.

Motion to approve the General Fund Budget Resolution 22-01 as amended by Stockwell, seconded by Rodarmer. Roll call vote. Motion carried.

Aye: Stockwell, Rodarmer, Ungrey. Nays: Frantz Absent: Noggle

Motion to approve the Road Fund Budget Resolution 22-02 by Ungrey, seconded by Stockwell. Roll call vote. Motion carried. Aye: Stockwell, Rodarmer, Ungrey, Frantz. Nays: none Absent: Noggle

Motion to approve the Fire Fund Budget Resolution 22-03 by Stockwell, seconded by Ungrey. Roll call vote. Motion carried. Aye: Stockwell, Rodarmer, Ungrey, Frantz. Nays: none Absent: Noggle

Motion to approve the Building Fund Budget Resolution 22-04 by Stockwell, seconded by Ungrey. Roll call vote. Motion carried: Aye: Stockwell, Rodarmer, Ungrey, Frantz. Nays: none Absent: Noggle

Motion to approve the Poverty Exemption Guidelines Resolution 22-05 by Stockwell, seconded by Frantz. Roll call vote. Motion carried. Aye: Stockwell, Rodarmer, Ungrey, Frantz. Nays: none Absent: Noggle

Meeting dates for 22-23 presented by Howes. Discussion to change the November 17, 2022 date to November 10, 2022 by Stockwell. Date changed. Meeting dates are as follows:

Regular Board Meetings at 7 PM at the township hall:

|                |                    |                         |
|----------------|--------------------|-------------------------|
| April 21, 2022 | August 18, 2022    | December 15, 2022       |
| May 19, 2022   | September 15, 2022 | January 2023 No Meeting |
| June 16, 2022  | October 20, 2022   | February 16, 2023       |
| July 21, 2022  | November 10, 2022  | March 16, 2023          |

The regular scheduled meetings of the PLANNING COMMISSION will be held at 7:00 p.m. at the township hall:

June 2, 2022                      Sept 1, 2022                      Dec.1, 2022                      March 2, 2023

The regular scheduled meetings of the ZONING BOARD OF APPEALS will be held at 7:00 p.m. at the township hall:

April 4, 2022    October 3, 2022

Motion to accept the revised meeting dates for 22-23 by Ungrey, seconded by Stockwell. All "ayes". Motion carried.

Motion to pay year-end bills prior to March 31, 2022, provided copies of all bills are provided for the Board to review by Stockwell, seconded by Frantz. All "ayes". Motion carried.

Motion to end the Public Budget Hearing at 8:18 PM by Ungrey, seconded by Stockwell. All "ayes". Motion carried.

Motion to return to Regular Business meeting at 8:20 PM by Ungrey, seconded by Frantz. All "ayes". Motion carried.

Correspondence: BSA quote. Discussion about the cost being excessive and out of out budget. We will continue to explore other options. Options mentioned Pontum and Cougar Mountain.

Discussion as to the amount of the Deputy Supervisor and how it was calculated. Additional discussion about Deputy pay in general and whether we should stay salaried or move to hourly. Agreed to revisit deputy pay in April. Motion to pay the Deputy Supervisor \$150 per month by Rodarmer, seconded by Stockwell. All "ayes". Motion carried.

Motion to pay the bills by Ungrey, seconded by Stockwell. All "ayes". Motion carried.

Public Comment: Diana S has filed to run for the open seat in the new House District. Questions about what the Parks/Recreation budget covers.

Board Comments:

Trustee Frantz stated that he has requested information from the Clerk on Feb. 25<sup>th</sup> and again on March 3<sup>rd</sup>. He had received a text that the information was not available until after she returned from vacation and that the Deputy Clerk could not provide the information. He still did not have any information by March 8<sup>th</sup>. He stated that as a Board member he should not have to FOIA for information and that it should be provided.

Howes commented that as stated at the February meeting, the Clerk was on vacation until March 20<sup>th</sup>/21<sup>st</sup>.

Trustee Frantz questioned if the Deputy Supervisor had been sworn in and if not, was that going to be handled immediately. Supervisor Rodarmer said it would be addressed right away.

Treasurer Stockwell had additional concerns about assigned duties. It was agreed to revisit assigned duties in April with the recommendation that it be reassessed yearly in March. She also thanked everyone for their patience with the long meeting.

Motion to adjourn by Rodarmer at 8:35 PM, seconded by Ungrey. All "ayes". Motion carried.

Respectfully submitted, Virginia Howes, Deputy Clerk