

**Fredonia Township Board-Regular Meeting
June 17, 2019 6:34 PM
Fredonia Township Hall
8803 17 Mile Rd, Marshall, MI 49068**

MINUTES

BOARD MEMBERS present: Doug Damon, Supervisor Karen Diver, Clerk
 Paul Baranowski, Treasurer Jerry Diver, Trustee JC Skowron, Trustee

STAFF present: Phil Damon, Fire Chief Dianna Baker, Deputy Clerk/Cemetery Sexton
 Jacob Washburn Roger Smith, Assessor Pamela Jo Eastman, IT
 Clyde Lampkin, Code Enforcement/Zoning Dan Livingston, Jr., Road Committee
 Dan Livingston Sr., Calhoun County Planning Commission

PLEDGE OF ALLIGENCE

PRAYER by Doug Damon

AGENDA – Additions/Deletions: Cemetery added to New Business by Jerry Diver

MINUTES FROM PREVIOUS MONTH:

Motion made by Jerry Diver and supported by Paul Baranowski to approve the minutes with the correction of Dan Livingston Jr instead of Dan Livingston Sr of the Township Board meeting of ~~5/20/2019~~ 5/23/2019 as amended.

AMENDED AND APPROVED

FINANCIAL REPORT read by Paul Baranowski

NO CORRECTIONS REQUESTED

PLACED ON FILE FOR AUDIT

READING OF THE BILLS by Karen Diver

NO CORRECTIONS REQUESTED

Motion made by Jerry Diver and supported by Paul Baranowski to accept the *Reading of the Bills* as read.

APPROVED AS READ

CORRESPONDENCE: Letter received for a zoning issue. This letter has been forwarded to Clyde Lampkin for follow up. Paul Baranowski received some concern about real estate being posted for sale on the township website and made a motion and was supported by Jerry Diver to remove all social media and all real estate from the website.

3 Aye, 1 Nay

Jerry Diver made a motion to eliminate the website. No support.

MOTION CARRIED

MOTION DIES WITH LACK OF SUPPORT

PUBLIC COMMENTS FOR ITEMS ON THE AGENDA: None

REPORTS:

Fire Department: Phil Damon

Zoning: Clyde Lampkin

Ordinance Enforcement: Clyde Lampkin

Library: None

Cemetery: Dianna Baker

Planning Committee: George Crandall

IT Department: Pam Eastman

Calhoun County Planning Commission: None

Road Committee: George Crandall & Doug Damon

Old Business: Golf Cart Ordinance: Matt Saxton spoke. State law changed in the last 3 years or so. Only roads that could be traveled on with the ordinance are those that have a posted speed of less than 35 miles an hour and only licensed drivers, no juveniles. There is currently an online petition in circulation. Cindy suggested having legal counsel take a look the ordinance once drawn up. Jerry Diver stated when the petition has the 2/3 signed which is about 80 signatures then it can be brought back to the board. Paul Baranowski made a motion and Karen Diver supported to have MacFarlane review the prepared ordinance and proposed liabilities for the Golf Cart Ordinance of Fredonia Twp. 2 Aye, 3 Nay

MOTION DEFEATED

Noise Ordinance: Doug Damon talked to the Sherriff and Prosecuting Attorney and he said he would prosecute it with no guarantee that it would be a win. If we pass a noise ordinance then a call would be made to 911 and our Enforcement Officer would have to be called out to write a civil infraction citation. Matt Saxton stated there is no law at the county or state level for a noise violation. He stated that the sheriff's department does try to work it out when they get a call and still will whether we have an ordinance or not.

Budget Status: Have another meeting scheduled for June 18, 2019 at 5pm. Karen will post the Budget Hearing in the paper and on the board.

Audit/Township Manager position: Doug wants JC Skowron to oversee the audit. No motions made.

Township Hall Rental Deposits: Jerry made a motion and JC supported to eliminate the township hall rental deposit refund.

MOTION CARRIED

Paul Baranowski made a motion and Karen Diver supported to have 50% of the total rent to be made as a non-refundable deposit to hold the hall with the balance to be paid before the day of rental.

MOTION CARRIED

JC Skowron made a motion to have the preliminary drafts of the procedure manuals be given to her for review in the next 25 days.

MOTION DIES WITH LACK OF SUPPORT

Cash Flow Analysis: Gave a report of the last 5 years showing that we have slowly been dipping into the general fund year after year without accumulating any revenue. Also suggested adding a 1% property tax administrative fee to the tax bills to help pay for several items specific to the property tax function. Jerry made a motion to add the 1% property administrative fee, no support. **MOTION DIES WITH LACK OF SUPPORT**

Paul Baranowski made a motion to add the 1% property administrative fee and Karen Diver supported. Doug Damon didn't want this to happen without any notice to our residents. George Crandall asked if it could be rolled out by adding maybe ½% to start and then increasing to the 1% later. It would generate \$25,000 for both summer and winter bills.

1 Aye, 3 Nay

MOTION DEFEATED

New Business: Key Loggers: Paul stated that it was brought to his attention that we may have key stroke loggers on our computers and that passwords may be compromised. Paul made a motion that everyone change their password to a unique password. **MOTION DIES WITH LACK OF SUPPORT**

Paul Baranowski made a motion and Jerry Diver supported to set the system up so everyone can have their unique password and change it on their own every three months. **MOTION CARRIED**

Paul made another motion, because of a comment, that all passwords be unique and have the ability to be changed by the end user, the person sitting in the chair. **MOTION DIES WITH LACK OF SUPPORT**

Minimum Wage: JC wanted it to clarify that minimum wage is set by federal and state government, which is currently \$9.45. Our lawn mowing contract, being set at \$16/hour, does not set minimum wage for our township across the board because of a contractual agreement.

IT Time Card: Paul had questions regarding the month of May and where the funds will come from to pay for the extra work done regarding the budget. Jerry Diver suggested tabling this, as to where we will find the money, until our budget meeting tomorrow night.

General Ledger Entries: JC said there were several Journal Entries made that should have been done by Karen. Paul agreed and disagreed. We don't have the cash receipting system and the only way to receipt money in is to do a JE. JC made a motion and Paul supported to give her access as "read only" to the BS & A General Ledger system. **MOTION CARRIED**

Paul made a motion to buy the BS & A cash receipting system. JC suggested to review the budget first. **MOTION DIES WITH LACK OF SUPPORT**

Cemetery: Jerry Diver would like board permission to cut down the stump near the Snodgrass headstone and to cut down the stump and shoots by the telephone pole and also approval to take out the fence line posts since it not needed since we have added another 3 acres and that is no longer the lot line. Paul made a motion to give approval to remove the 2 stumps and the corner post.

MOTION DIES WITH A LACK OF SUPPORT

JC made a motion to table this until Jerry & Dianna meet at the cemetery to review.

MOTION CARRIED

Posting of Minutes, agenda, & announcements: Doug requested they be posted more timely.

Investment Policy Resolution: Doug brought forth the Investment Policy. JC made a motion and was supported by Jerry Diver to accept the Fredonia Township Investment and Depository Resolution as presented. Roll call vote: Doug Damon YES, Karen Diver YES, Paul Baranowski NO, Jerry Diver YES, JC Skowron YES. **MOTION CARRIED**

Public Comment: George Crandall asked why Paul Baranowski voted no to add the Property Tax Administration Fee after he had made the motion to add it. Paul stated that he gave the information and then proposed it and then when we had the discussion Doug made a good point that we should let the people know and notify them and give them an opportunity to make a comment on it. So he changed his mind because he thought that is the most appropriate action to take. George agreed. George stated that the General Ledger problem should be put on the next agenda as Old Business to see if we have the

