

**Fredonia Township Regular Board Meeting**  
**July 15, 2019 6:30 PM**  
**Fredonia Township Hall**  
**8803 17 Mile Rd, Marshall, MI 49068**

**MINUTES**

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**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  
 Roger Smith, Assessor  Pamela Jo Eastman, IT  Jacob Washburn, Deputy Supervisor  
 Dan Livingston Sr., Calhoun County Planning Commission  Dan Livingston, Jr., Road Committee

**PLEDGE OF ALLIGENCE**

**PRAYER** by Jacob Washburn

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Guest Laurie talked about her family’s plans to build a minimum of 4 and possibly up to 7 homes at 15190 C Drive S. Their family is interested in a collaborated effort to sharing housing and living off the land. This project will be similar to the Fenton project that was approved last year. They are considering two different models. One being modular homes – the other being stick built. The structures will be built on a 20 acre parcel. Laurie expressed that the family will be keeping the Township up to date on all work and do what they need to do to be in compliance with Township ordinances.

Dennis Inman asked about the 330’/ home frontage requirement and Doug stated that according to the Township’s existing ordinance multiple homes are currently allowed. Dennis wanted to be “Grandfathered” so he too could get this approval before the ordinance changes but Doug informed him that cannot happen unless he has submitted an application and begins work.

Laurie stated it would be sad if the ordinance changed and prohibited families from having multiple homes on a property.

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Dianna Baker presented Charlie Fisher with a plaque and envelop from local veterans who wished to honor Charlie for his dedicated service to the community and the Township. They had heard that Charlie mowed and trimmed the Lutheran Cemetery for Memorial Day but did not charge the Township for his time.

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**AGENDA – Additions/Deletions:** Jerry Diver wanted to add under **NEW BUSINESS** a budget amendment for the Assessor Department 209 and IT. Karen stated that the Agenda only reflected one set of meeting minutes when in fact there were four. She also stated that the Minutes for July 28<sup>th</sup> are not completed yet and would need to be approved next month.

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**MINUTES FROM PREVIOUS MONTH:**

Karen Diver stated she needed to make a correction and add Jacob to the minutes under Staff present and change Trustee Comment to Treasurer Comment. Doug question the June 18<sup>th</sup> minutes stating the Assessor pay

was incorrect. Jerry and Paul said it was not presented properly and it should be \$13,000 instead of \$16,000. Jacob instructed the board to continue with the motion; they can discuss it further under New Business. Motion made by Paul Baranowski and supported by Karen Diver to approve the minutes as amended.

**AMENDED AND APPROVED**

**FINANCIAL REPORT** read by Paul Baranowski  
NO CORRECTIONS REQUESTED

JC asked the Treasurer to provide a breakdown of when certificates are due. Paul stated he would provide that at the next meeting. He also said all certificates were just renewed and they would all come due in April 2020.

**PLACED ON FILE FOR AUDIT**

Doug asked when the Audit was scheduled. Karen and Paul said they received an email today from the auditor changing the dates from Sept 10<sup>th</sup> & 11<sup>th</sup> to later in the month of September.

**READING OF THE BILLS** by Karen Diver  
NO CORRECTIONS REQUESTED

Motion made by Paul Baranowski and supported by Karen Diver to accept the *Reading of the Bills* as read.  
**APPROVED AS READ**

**CORRESPONDENCE:** Doug read Clyde Lampkin's Resignation

**PUBLIC COMMENTS FOR ITEMS ON THE AGENDA:**

Jacob suggested change the Agenda to reflect BOARD COMMENTS instead of TRUSTEE COMMENTS.

**REPORTS:**

**Fire Department:** Fire Chief Phil Damon reported that there were 0 fire runs and 8 medical runs for the month. There was one citizen complaint. The month's training included Pump Training, Water Streams, and Active Shooter Training. Pump tests and service were completed on Pump 8 and Rescue 8. Chief Damon thanked everyone for helping make the golf outing a big success. Personnel changes: Charlie fisher and Ken Huestis have been promoted to Captains.

**Zoning:** None

**Ordinance Enforcement:** None

**Cemetery:** Dianna reported all has been quiet for the most part. Did receive a call from California and provided them with the information requested.

**Planning Committee:** JC reported the next meeting is in late August. At the last meeting they got through all the ordinances and sent out a list of questions to the lawyer. They are currently waiting for his reply.

**IT Department:** Pamela stated she is still waiting on the board decision as to what to do with the printer in the hall. Per the board's directive, she changed password policies on all programs. The server can only be set to require a password change every 180 days. All other programs are set at 90 days. She said she set all policies to maximum security but users experienced difficulty in resetting their passwords so she loosened it up a bit. The security now is between moderate and high. Pamela also reminded everyone they can change their passwords anytime they desire. She stated that Jerry Diver accused her of stealing usernames and passwords on July 5<sup>th</sup> when in fact she was only setting password policy for Roger & Doug's computers.

**Calhoun County Planning Commission:** Dan Sr. reported that the last month's meeting was cancelled due to lack of actionable items. He also shared that Ben Lark, himself, and George Crandall attended a seminary at WMU. The seminar was about wind generation and solar panels.

**Road Committee:** George Crandall stated that their next meeting is August 6<sup>th</sup>. Doug noted that was the same day as the election, so the Fire Dept. offered their area for the meeting.

**Old Business:**

Paul read a letter provided by Chemical Bank. The letter was a Word doc, but Paul stated they would put it on letterhead and he would present that to the board at next month's meeting. In brief, Paul said the bank had told him last November that interest would increase from .01 to 1% on all municipal accounts. That didn't happen. When he questioned them he was told they made a mistake and that the Township was already receiving the 1% interest rate since July 2018.

**New Business:**

Cemetery – Doug questioned if the board need to approve work at the cemetery. Jerry stated that a document on the cemetery bulletin board states the Township Board is responsible for cemetery management. Jerry met with Dianna and they agreed to remove the stumps but Dianna wanted the post left in place. Karen made a motion to give Jerry approval to remove the stumps but leave the post. Paul supported.

**MOTION CARRIED**

Fire Millage Language – Phil provided the proper language to Karen. This will be a renewal of the existing 1% Fire millage for a new truck to replace the old 1997 pumper/tanker. The millage will be on the November 5<sup>th</sup> election ballot. . Jacob explained that even though there is low mileage on the old truck; replacement is determined by Insurance Company ISO ratings. Our rating is an ISO 7. Our trucks need to be replaced every 25 years. Karen read the language presented by Phil. Dan asked if the millage language and ISO explanation could be put on the website to help inform the public. JC made the motion to put the millage language on the ballot for the November 5<sup>th</sup> election. Karen supported.

**MOTION CARRIED**

Code Enforcement/Zoning position – Karen checked with Doug Scott who had shown interested previously. He told her he would think about it. Jerry made a motion to put the ad for the Code Enforcement/Zoning position in the Advisor by Wednesday. Paul supported.

**MOTION CARRIED**

IT – Jerry Diver made a motion to terminate the IT Director. JC challenged him as to why. He gave three reasons. 1 – He referred to a written statement from the x-treasurer that was presented at a previous board meeting in which that person stated IT was using her username and password to login to her BSA program. 2 – He stated Paul has had the same issue. 3 – IT posted a malicious posting on the website about the notice of the admin meeting. Doug stated the motion died due to lack of a second. Paul told Jerry to just do it again. Jerry moved to terminate the IT Director. Paul seconded it. JC said she is not hearing any substantiation of the charges. Jerry referred her to Paul. Paul said he only knows of the most recent incident with the website posting for the Tax Admin Fee. JC asked, "what's this about passwords and usernames?" Paul stated that at previous meetings it was confirmed that she logged in as Roger using his username and password. Doug stated that something like this you don't just make a motion and do it. Jerry said he had brought this up several times and we aren't getting anywhere. He said there are no reprimands or anything. JC challenged Jerry that he doesn't know what goes on behind closed doors or what is said. Jerry claimed he came to the hall last Friday and found Pam here and she was on BSA and in the accounts. "She is the IT lady what business does she have in our accounts?" JC stated that IT is the controlling faction of computer function. Jerry said but not getting into financial business and General Ledger business.

Jacob called the board to order. Stated this is a personnel issue and needs to be talked about in private. Jerry & Paul together stated “she has to request a closed session.” Cindy Thomas agreed with Jacob. It was not being handled properly by the board. Roger stated he GIVES I.T. his permission to get into his computer and programs and IT does her job the way she is supposed to.

Jerry said they had already talked to the prosecuting attorney and that’s where he’s getting his information about what they should be doing. “So it’s just going to go further then.”

JC moved to table the motion – this is neither the time nor place. Jacob advised the board can move to table but they need a 2/3 vote. Karen supported. Roll call vote:

Jerry – NO; Paul – NO; Doug – YES; Karen – YES; JC – YES

**MOTION TABLED**

Assessor/Department 209 Budget Amendment – Jerry moved to amend the budget for the Assessor from \$16,000 back to \$13,000. Reason given was because they told the public on June 20<sup>th</sup> that there were no raises. Doug asked why they said that. Jerry & Karen said because the public wanted assurance there was no employee raises. Doug stated that it has been on the proposed budget that they agreed to. Paul said just because it’s in the budget doesn’t mean we approved the raise. Paul supported.

There followed much discussion on the wording of the motion and whether or not a budget approves a raise. Jacob reminded the board there was a motion on the floor. Doug stated that time and time again they had all talked about the assessor wages. Doug stated it was discussed and agreed on June 18<sup>th</sup> at the Budget Meeting. He reminded Paul that he had reduced Planning and Town Hall by \$1500 each for lawyer fees and that then Roger could have his raise. Pam confirmed that the discussion is on the audio tape of June 18<sup>th</sup> and that the audio tape should be made public because the minutes written do not reflect what really transpired at the meeting.

JC asked that the motion be repeated.

Jerry made the motion again but changed the wording and was challenged by Cindy and Jacob. Jerry had Karen stop the tape and replay it. Afterwards, Jerry reworded again. Cindy challenged again.

**MOTION DEFEATED**

Jerry reworded the motion moving that Department 209 – Assessor – 101-209-702.000 which is the Assessor Salary/Wages be changed from \$16,000 to \$13,000 which it was which is a difference of \$3000. Paul supported. 3 AYES/2 NAYS

**MOTION CARRIED**

Jerry then said, “now if you want to present a raise we can discuss it..”

Doug moved the meeting along to Public Comments.

**Public Comment:** Dan referred to the Revenue and Expenditure Report that was handed out. He wanted to know why so many departments /lines were over 100% - meaning over budget. “Need to balance a budget at the end of a fiscal year – why wasn’t it? Rather than dip into the General Fund the board implemented a 1% Tax Admin Fee. Nobody should go over 100% of their budget. The board said the admin fee would be for 1 year then it would be looked at again...and they cannot even balance a budget.”

Cindy Thomas said she feels that the report shows over budget hence the board did not properly amend the budget. The board needs to be more cognizant of the budget on a monthly basis and not go over. Jerry said this board is not giving anybody a raise. Cindy reminded him it was her turn to talk. She then stated she was shocked that her FOIA request was not on the agenda hence not giving her an opportunity to talk about it. She sent in the FOIA because of all the negative activity within the township. She went on to explain her FOIA

requests and her disappointment in info provided that policies do not exist from 2 years ago. She also explained her reasons for asking for certain things and what she expected.

She asked the board as to why they would have a meeting @ 11 AM on a Friday when most of the township is at work. She also asked why the board didn’t use the \$37,000 sewer retirement money that was turned over to the General Ledger instead of imposing a 1% Tax Admin Fee.

Cindy went on to state it’s frustrating to listen to conflicts of interest being voted on by the board. The board needs to NOT vote on things that are in board members own best interest. It shows a vote for personal gain – that is WRONG. Jerry asked her if she was referring to him voting on removing the stumps. Cindy said it’s a conflict of interest because he is getting paid to do it. Jerry stated “it’s not illegal.”

Jacob stated that yes the board is in charge of the cemeteries but reminded the board that they voted in a Sexton and a Sexton takes care of the cemeteries. “You hired Dianna Baker as Sexton – she can delegate what needs to be done.” Jacob emphasized it’s not the voting of the stumps but the attitude that the board comes across with. “The way that you – the board – are in charge and Dianna Baker cannot do her job.”

Dan asked if we have a job description for the Sexton. Every job needs a job description.

Jacob said it’s frustrating listening to all this. “You are elected but that doesn’t give you the board the right to a position of authority to yell at people.”

Dennis Inman said he thought the cemeteries looked good and the guys are doing a fine job.

**Trustee Comment:** Jerry defined the difference between a charter and a general law township stating that rules are different between the two. JC requested a policy be established for outside labor; suggesting that the board needs to get bids on a semi-annual basis, namely for lawn mowing and snow plowing, in hopes of bringing the costs down in the future.

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**Supervisor Doug Damon adjourned the meeting at 9:02PM.**

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Minutes prepared by Dianna Baker.

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**Karen Diver, Township Clerk**                          **23 July 2019**  
Date

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**Doug Damon, Township Supervisor**                          **23 July 2019**  
Date