

September 2020

The New Haven Township Board met on September 14, 2020 at the New Haven Township Hall. The meeting was called to order at 7:00pm by Supervisor Hill.

A roll call was taken. Members present: Supervisor Hill, Clerk Wirwicki, Treasurer Eickholt, Trustee Foster, and Trustee LeCureux.

Guests: Dan Winters, Commissioner Gary Holzhausen, Debra Robinson, Melissa Belmer, and Mike Belmer

Motion by Treasurer Eickholt, supported by Trustee LeCureux to approve the agenda with the added items: reimburse cemetery transfer fee paid twice, reimburse Sexton for burial of White, purchase of 300 ballot stamps and 40 postcard stamps. All ayes. Agenda approved.

Motion by Trustee LeCureux, supported by Trustee Foster to approve minutes from the August 10, 2020 meeting. All ayes. Motion Carried.

Motion by Trustee LeCureux, supported by Trustee Foster to approve minutes from the August 17, 2020 meeting. All ayes. Motion Carried.

Treasurer Eickholt presented the Treasurer's Report as of June 30, 2020. General Fund \$508,636.02, Two Mil Road Account \$15,240.86, Township Investment CD \$0.00, 12 Month CD \$103,324.25, Perpetual Care Account \$38,264.25, Fire Account \$560.57, Ambulance Account \$234.42, Tax Checking Account \$33,557.56 for a total of \$699,817.93.

Motion by Clerk Wirwicki, supported by Supervisor Hill to approve Treasurer's Report as presented. All ayes. Motion Carried.

Call to Public:

Shiawassee County 911 Stats for New Haven Township for August 2020: none presented to the board.

There was an issue of an animal digging at the West Haven Cemetery. The Sexton will be setting live traps to rehome the animal to a more appropriate location.

Old Business:

Supervisor Hill gave an update on the Misteguay Creek project.

Treasurer Eickholt gave an update on bids for the lawn equipment available for sale. No bids were submitted. The County may be interested in purchasing.

An update was giving pertaining to the removal of the small landscaping stones from the Hozak plot. Supervisor Hill contacted Jeremy about removing the stones. Unsure if work was done.

The broken west window replaced at a cost of \$205.10.

Treasurer Eickholt continues a search for better interest rates for the township fund accounts. She shared frustration that the Ambulance Account was charged a \$5.00 fee due to being below the minimum balance. This was a new fee.

September 2020

A recent renter attached commando strips to the south wall of the hall causing five tears in the plaster. The renter asked if the board will allow them to repair the hall themselves to get their deposit returned.

A motion by Supervisor Hill, supported by Treasurer Eickholt to deny the renters request and have a professional repair and paint the south hall. A roll was taken. Ayes: Supervisor Hill, Treasurer Eickholt, Trustee Foster, Trustee LeCureux. Nays: Clerk Wirwicki. Motion Carried.

Supervisor Hill contacted local cement companies for bids for a 6 inch layer of cement for the parking lot. One company has submitted a bid. Supervisor Hill will be contacting more companies throughout September.

Clerk Wirwicki presented the FOIA Procedures written by Attorney Flory, Resolution 20-06. Wirwicki highlighted areas that were unique to New Haven Township. Such as: rather than the board be required to check spam emails weekly, Clerk Wirwicki asked that it be changed to a monthly task. Request was approved by Attorney Flory. Another difference to common FOIA Procedures is our definition of paper is an 8 ½ x 10 is 10 cents per copy, legal paper is at cost.

A motion by Treasurer Eickholt, supported by Trustee Foster to approve Resolution 20-06, Resolution approving and Adopting Procedures and Guidelines to Implement Freedom of Information Act ("FOIA"), Written Summary of Procedures and Guidelines to Implement FOIA, FOIA Fee Worksheet, FOIA Fee Request Form, and FOIA Fee Response Form. A new tab on the Township website (nhtownship.com) is to be created for the FOIA documents mentioned in the Resolution. A roll call was taken, all ayes. Motion Carried.

Clerk Wirwicki noticed in August that the Sumbera plot transfer was paid a second time.

A motion by Clerk Wirwicki, supported by Trustee Foster to reimburse Donna Sumbera the \$50 she paid in August. A roll call was taken. Ayes: Treasurer Eickholt, Clerk Wirwicki, Trustee Foster, Trustee LeCureux. Nays: Supervisor Hill. Motion Carried.

New Business:

Planning Commission Chairman Dan Winters presented two land divisions supported by the planning commission, PLD20-0015 and PLLA20-029.

A motion by Trustee LeCureux, supported by Trustee Foster to approve PLD20-0015; 5050 E. Riley Rd Corunna resulting in a 2.39 acre parcel for the residence and a 37.61 acre parcel of farmland. A roll call was taken, all ayes. Motion Carried.

A motion by Clerk Wirwicki, supported by Trustee Foster to approve PLLA20-029 co-applicants Belmer and William Butcher Trust to modify 7 parcels into 4 parcels on Juddville Rd (corner of Kirby and Juddville). A roll call was taken, all ayes. Motion Carried.

A question about hall rental charges for funerals was presented by Clerk Wirwicki on behalf of the Hall Coordinator Julie Aspinwall. Supervisor Hill answered the questions and will be contacting Julie about the hall rental form, rules, and fees.

A motion by Clerk Wirwicki, supported by Trustee Foster to pay Julie for services on August 9, 2020. A roll call was taken, all ayes. Motion Carried.

A few complaints were received pertaining to the location and security of the drop box for election ballots. A motion by Clerk Wirwicki, supported by Trustee Foster to purchase a steel mailbox post for \$70.99 and move the drop box from the driveway and place it near the front door. Trustee Foster agreed to mount the post to the cement sidewalk to the west of the front door. A roll call was taken, all ayes. Motion Carried.

September 2020

A motion by Treasurer Eickholt, supported by Trustee Foster to have ElectionSource print a test deck to test the election equipment for the November Election with a price cap of \$500. A roll call was taken, all ayes. Motion Carried.

A motion by Treasurer Eickholt, supported by Trustee Foster to purchase a barcode scanner to enter absentee ballots into the Epollbook with a spending cap of \$100. A roll call was taken, all ayes. Motion Carried.

A motion by Clerk Wirwicki, supported by Trustee Foster to purchase labels for the new label maker purchased by the State of Michigan at a cost of no more than \$100. A roll call was taken, all ayes. Motion Carried.

A motion by Treasurer Eickholt, supported Clerk Wirwicki to purchase 500 General Election instruction sheets from ElectionSource to be used with the absentee ballots. A roll call was taken, all ayes. Motion Carried.

A motion by Clerk Wirwicki, supported by Trustee Foster to have Supervisor Hill purchase two boxes of paper towels for the bathroom dispenser from Allen paper. A roll call was taken, all ayes. Motion Carried.

Signed L4029 for SATA mileage to collect .1320 mills on real property.

Board reviewed PSPR20-004 from the Shiawassee County Community Development for parcel 003-18-10-004-07. The board does not have any questions or objections to proposal.

A motion by Supervisor Hill, supported by Treasurer Eickholt to accept PSPR20-004 and pass the information to Diane for tax reassessment. A roll call was taken, all ayes. Motion Carried.

There was discussion about the election issues at Vernon Township from the August election. It was noted that all board members had the key to the storage closet that stores all election material. The board decided that for the security of the election equipment and material that the lock should be changed and only the clerk and treasurer possess a key.

A motion by Treasurer Eickholt, supported by Trustee Foster to purchase a new dead bolt lock for the storage closet at a cost of no more than \$25. The clerk will change the lock. A roll call was taken, all ayes. Motion Carried.

A motion by Treasurer Eickholt, supported by Supervisor Hill to Purchase 300 stamps at \$0.70 each for absentee Ballots and 40 post card stamps at \$0.35. A roll call was taken, all ayes. Motion Carried.

Call to Public:

None

Payment of Bills:

September 2020

Sept Expenditures		Hill	Eickholt	Wirwicki	LeCureux	Foster
Consumers Energy	\$ 85.90					
Frontier Communications	\$ 62.36					
Payroll	\$ 8,591.75					
Payroll taxes	\$ 1,205.09					
G & W's Family Lawncare	\$ 1,300.00					
Invisalink	\$ -					
QuickBook Credit Card Charges	\$ 21.20					
Steve Tkaczyk for black dirt	\$ 200.00					
Meeting Packets Postage on Credit Card	\$ 3.00					
Argus Press Equipment Bid notification	\$ 40.00					
Hi-Quality Glass for window replacement	\$ 205.10					
View Newspaper (Tri-County Citizen)	\$ 145.80					
Battery for phone system	\$ 6.36					
Julie Aspinwall 1 rentals	\$ 40.00					
Smith Bovill FOIA questions	\$ 52.50					
Pontem Software	\$ 195.00					
Jeremy McAllister reimb Kay White burial	\$ 500.00					
Postmaster 300 @ 0.70 + 40 @ 0.35	\$224.00					
Shia Road Commission	\$16,669.80					
Total Expenditures	\$29,547.86	aye	motion	aye	aye	support

The next regular board meeting will be October 12, 2020 at 7:00pm at New Haven Township Hall.

Motion by Clerk Wirwicki, supported by Treasurer Eickholt to adjourn at 9:15pm. All ayes. Motion Carried.
Respectfully Submitted,

Heather Wirwicki, New Haven Township Clerk