

## February 2020

The New Haven Township Board met on February 10, 2020 at the New Haven Township Hall. The meeting was called to order at 7:00pm by Supervisor Hill with the pledge to the flag.

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

Guests: Dan Winters, Commissioner Gary Holzhausen, Debra Robinson, and Fred Gray.

Motion by Treasurer Eickholt supported by Trustee Foster to approve the agenda with a correction to add the following to the agenda: Youngs drain update, update on the cemetery plot sale in May 2019, update on the Election Source contract, Insurance renewal questionnaire, outdated computer issues. A roll call was taken. All ayes. Motion Carried.

Motion by Trustee LeCureux, supported by Trustee Foster to approve minutes from the January 13, 2020 regular meeting. All ayes. Motion Carried.

Treasurer Eickholt presented the Treasurer's Report as of January 31, 2020. General Fund \$340,303.96, Two Mil Road Account \$47,447.42, Township Investment CD \$116,322.62, 12 Month CD \$101,907.84, Perpetual Care Account \$38,288.26, Fire Account \$24,211.28, Ambulance Account \$12,336.71, Tax Checking Account \$112,018.83 for a total of \$792,836.92. Motion by Clerk Wirwicki, supported by Foster to approve Treasurer's Report as presented. All ayes. Motion Carried.

Treasurer Eickholt mentioned there was an issue depositing into the Two Mil Road Account and the Ambulance account. The bank notified her that it was a monthly CD account and the deposits couldn't be accepted. She had to switch the two accounts to regular checking accounts with lower interest rates so deposits could be continued into these accounts.

### **Call to Public:**

Board of Review meeting for March will be Monday March 9, 2020 3pm to 9pm, in New Haven Township Hall. They will have a second meeting in March on March 12, 2020 8am to 2pm in New Haven Township Hall.

There will be an Organizational Meeting will be March 3, 2020 at noon.

### **Old Business:**

Treasurer Eickholt noted she will be collecting taxes on Friday, February 14, 2020 9am to 5pm. A final collection date will be Monday March 2, 2020 9am to 5pm.

Clerk Wirwicki noted she will have the hall open to the public on March 7<sup>th</sup> from 9am to 6pm for anyone wishing to register to vote. A note on the door will be posted.

Clerk Wirwicki gave an update on the Election Source Contract. The township will not save any money by agreeing to the optional reduced early payment plan. The early payment plans offered are to spread out the

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price of an additional 5 year service contract on our election equipment over a longer period. The county paid for the first 5 years of the maintenance contract. A motion by Treasurer Eickholt, supported by Clerk Wirwicki to not enter into the early payment plan contract with Election Source. A roll call was taken. It was unanimously approved. Motion Carried.

Clerk Wirwicki updated the Board on the question about a cemetery plot sale. The sale occurred in May 2019. At the time it was questioned if the plot purchased at the residential rate was for a resident or for the parents who are non-residents. The new clerk found the certificate of sale not completed due to this question. It was determined by Clerk Wirwicki that the plot was purchased in the resident's name to be used by the non-resident and the headstones have already been placed on the plot. A motion was made by Clerk Wirwicki, supported by Treasurer Eickholt to allow them to transfer the lot to the non-resident at a fee of \$25, and require the resident to pay a non-residential rate should the resident choose to purchase plots for himself in the future. A roll call was taken. It was unanimously approved. Motion Carried.

### **New Business:**

The insurance renewal questionnaire was completed and all equipment listed is retained.

A motion by Treasurer Eickholt, supported by Trustee Foster to approve the purchase of a new laptop for the clerk and a printer for the office with a budget of \$1000 for both. A roll call was taken. It was unanimously approved. Motion Carried.

A motion by Supervisor Hill, supported by Treasurer Eickholt to leave the regular meeting at 8:09pm to enter into an Election Commission Meeting. Regular meeting continued at 8:14pm

A motion by Supervisor Hill, supported by Clerk Wirwicki to hold the Township budget meeting February 22, 2020 at 9am at the township hall. A roll call was taken. It was unanimously approved. Motion Carried.

Clerk Wirwicki addressed the Board with a couple updates: The checks were not aligned when she took over, that has been corrected. The voter paper records were last updated in August 2019, they are now updated and current. The township now has the ability to file W2s electronically. Filing 1099s electronically is in process, we need to look for software compatible to the IRS website.

### **Call to Public:**

January's Sherriff's report. New Haven Township had 86 responses. 1 Wire Down, 1 Trouble w/ subject, 43 Traffic Stops, 1 Tagged Vehicle, 1 Shots Fired, 1 Private Call, 3 Personal Injury Accident, 1 Other Type, 2 Motor Assist, 3 Investigate Vehicle, 1 Hospital Transfer, 1 General Fire, 1 Extra Patrol, 6 Dead on Arrival, 1 Check Welfare, 5 Car/Deer, 1 BOL, 1 Assist Public or Other Dept, 4 Animal Complaint, 1 Ambulance Call, 2 Accident W/O Injury, 2 Accidents w/ Unknown Injury, 1 911 Hang-up, 2 No Nature Entered

### **Payment of Bills:**

Motion by Treasurer Eickholt, supported by Trustee LeCureux to approve payment to Deputy Clerk Fitzgerald in the amount of \$94.95 for 6.33 hours. A roll call was taken. It was unanimously approved. Motion Carried.

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Motion by Treasurer Eickholt, supported by Trustee LeCureux to approve payment to Heather Wirwicki in the amount of \$40 for two cemetery data entries, Toma and DeCuypere. A roll call was taken. It was unanimously approved. Motion Carried.

Motion by Trustee Foster, supported by Trustee LeCureux to approve payment to Heather Wirwicki in the amount of \$321.08. The breakdown is as follows: 24 miles to clerk meeting on 1-15-20, 107 miles to accreditation class on 1-23-20, 16.48 lunch during accreditation class 1-23-20, 107 miles to accreditation class 1-24-20, 4.44 lunch during accreditation class 1-24-20, 11.65 for 9v batteries for smoke detectors, 21.1 miles round trip for batteries on 2-1-20, 28.8 miles on 2-3-20 for township errands, 10.00 notary bond fee 2-3-20, 25.42 for flash drive and packing tape 2-3-20, trip to post office, 60.7 miles to QVF class 2-4-20, 10.87 lunch during QVF class 2-4-20, 23.3 miles to pick up election kit 2-6-20, 26.2 miles to Post Office 2-7-20, 13.30 stamps A roll call was taken. It was unanimously approved. Motion Carried.

Motion by Treasurer Eickholt, supported by Trustee LeCureux to approve payment of postage in the amount of \$110.00 for election stamps to mail ballots. A roll call was taken. It was unanimously approved. Motion Carried.

Motion by Treasurer Eickholt, supported by Trustee LeCureux to approve payment to Staples in the amount of \$133.62 for printer ink and protective sleeves. A roll call was taken. It was unanimously approved. Motion Carried.

Motion by Treasurer Eickholt, supported by Trustee LeCureux to approve payment to Burnham & Flower for a bond on new clerk in the amount of \$50.00. A roll call was taken. It was unanimously approved. Motion Carried.

Motion by Treasurer Eickholt, supported by Trustee LeCureux to approve payment to BS&A Software in the amount of \$405.00 for tax software. A roll call was taken. It was unanimously approved. Motion Carried.

Motion by Treasurer Eickholt, supported by Clerk Wirwicki to approve payment to It Right Web Support in the amount of \$500.00 for the township web services. A roll call was taken. It was unanimously approved. Motion Carried.

The next regular board meeting will be March 9, 2020 at 7:00pm.

Motion by Treasurer Eickholt, supported by Trustee LeCureux to adjourn at 8:41pm. All ayes. Motion Carried.

Respectfully Submitted,

Heather Wirwicki, New Haven Township Clerk