

June 2020

The New Haven Township Board met on June 8, 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, Sexton Jeremy McAllister

Motion by Treasurer Eickholt, supported by Trustee Foster to approve the agenda with the added items: Settlement for Fire & Ambulance with 2019 Taxes, procure 2 encrypted flash drives for election ePollbook. A roll call was taken. All ayes. Agenda approved.

Motion by Treasurer Eickholt, supported by Trustee LeCureux to approve minutes from the May 11, 2020 meeting with an edit to payroll. The payroll amount was net and did not include the employee share of payroll taxes of \$555.77. All ayes. Motion Carried.

Treasurer Eickholt presented the Treasurer's Report as of March 31, 2020. General Fund \$383,970.72, Two Mil Road Account \$93,378.77, Township Investment CD \$116,322.62, 12 Month CD \$102,916.58, Perpetual Care Account \$38,265.58, Fire Account \$45,363.04, Ambulance Account \$22,433.35, Tax Checking Account \$454.66 for a total of \$803,105.32.

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

#### **Call to Public:**

Clerk Wirwicki read the Shiawassee County 911 Stats for New Haven Township for March 2020: No nature entered 1, 911 hang-up 5, Alarm commercial 2, Animal complaint 1, Assist public or other dept 1, BOL 1, Car/deer 1, Civil 1, Harassment 1, Hazard 1, Malicious destruction of prop 1, Other Type 1, Suspicious person 1, Traffic stops 11, Trouble with subject 2, for a total of 31 events responded to by Shiawassee County Sheriff's office.

Gary Holzhausen gave an update pertaining to County business.

#### **Old Business:**

Supervisor Hill gave an update on the Misteguay Creek project and the Young Creek project.

Treasurer Eickholt gave an update on the credit card process. Both the clerk and treasurer has a card for township business. The Treasurer activated the new card with no issues and suggests the Clerk do the same before meeting with the accountant to activate Quickbooks payroll.

Clerk Wirwicki gave an update on the election supplies ordered. The Absentee instructions and RTM Card Reader have not arrived, the bags were received. The board was given a demonstration on how to properly secure the new ballot bags received and the struggles of securing the currently used bags. The new bags hold more ballots.

A motion by Treasurer Eickholt, supported by Trustee LeCureux to acquire 5 more election bags to replace the outdated bags currently used. A rollcall was taken, all ayes. Motion Carried.

Clerk Wirwicki updated the Board on the absentee ballot mailing issue with the new layout for the March 2020 election. The State has changed the layout of the Absentee incoming and outgoing ballot envelopes due to the

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previously mentioned mailing issues The State also requested all election precincts have their envelopes approved by the United States Post Office. The State is paying the new envelopes, up to 40% of the total registered voters. Clerk Wirwicki ordered the State allotted amount of the new envelopes through Election Source, who will be over seeing the approval process.

A motion by Supervisor Hill, supported by Treasurer Eickholt to purchase 2 encrypted flash drives for election ePollbook to have as backups. A roll call was taken, all ayes. Motion Carried.

The Board reviewed the language for November election's road renewal proposal. The proposal reads:

"Shall the New Haven Township continue to levy a total of two mill (\$2.00 per \$1,000.00) on taxable value of property located in the New Haven Township, Shiawassee County for five years beginning with the 2021 tax levy year and running through 2026 tax levy year (inclusive), which will raise in the first year of such levy an estimated revenue of [Dollars \$100,000.00] to be used for the specific purpose of Road repairs and maintenance. *If approved this would be a renewal of a previously authorized millage.*"

A motion by Treasurer Eickholt, supported by Trustee Foster to accept the language and proposal of the renewal of the two mill road millage for November 2020 election. A roll call was taken, all ayes. Motion Carried.

The Board signed the transfer of Lot 140, 1&2 from Sumbera III to Sumbera II as motioned in the February 10, 2020 meeting minutes.

### **New Business:**

The board and Sexton had conversations about the cemetery ordinances and sales of cemetery lots. The sexton proposed changes to the ordinance pertaining to sales of burial lots. The Board will hold a hearing at a future date to amend the ordinance. The hearing will be posted on the township hall door and printed in the Argus Press. It was noted the clerk needs to update the cemetery file, and clerk duties binder to include the most recent copy of the cemetery ordinance.

There were questions raised as to who made changes to the Hozak plot and why it was roped off. A complaint was made about the Gross plot needing grass. There are a few plots in the Easton Cemetery that need attention that was discussed.

There was discussions about searching for a new township attorney. Further discussions will occur at the next Board Meeting with potential candidates for the position.

A motion made by Treasurer Eickholt, supported by Trustee Foster to accepted three hall rental cancelations and issue a full refund. A roll call was taken, all ayes. Motion approved.

The insurance policy that was updated in the February 10, 2020 meeting was reviewed and signed. A full list of equipment is requested for the next meeting.

The budget was entered into the new Quickbooks database and reviewed by the township accountant. The accountant would like the line item Social Security and Medicare on the budget to be appropriated between each payroll department (Supervisor 171, Treasurer 253, Clerk 215, Trustee Office 101, Assessor 257, Cemetery 567, Board of Review 244, Planning Commission 700, and Election 261). They also asked that the attorney fees be removed from the Township Board line (101-101) and placed into its own line (101-266-801). These changes are consistent with the F-65 report filed with the Michigan Treasurer each year.

A motion made by Treasurer Eickholt, supported by Trustee LeCureux to move \$2,000 on the 2020-2021 budget from line number 101-101 to 101-266-801. A roll call was taken, all ayes. Motion carried.

Clerk Wirwicki noted that all the Permanent Absentee Applications have been printed; half of which were mailed already. Stamps need to be purchased to mail out the other half. We are on schedule to mail out most

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of the Absentee Ballots once they arrive from the printers. The August Ballots were sent to the printer by the County Clerk on Friday.

There was discussion on protection barriers for the election inspectors pertaining to cost, size and storage of the barriers. After reviewing prices of purchasing barriers it was decided the board will make protection barriers. Trustee Foster volunteered to make the barriers for the August election.

Clerk Wirwicki noted that the State is sourcing masks, gloves, hand sanitizer and disinfectant spray for the August Election to the counties and the counties will be distributing them within the county. The Board at this time will not be purchasing any of the previously listed items.

The Board received the 2020 Tax Rate Request from Saginaw ISD. Treasurer Eickholt noted the County should have also received the request and we should file our copy for our records. Treasurer Eickholt is going to verify the County Treasurer received a copy.

Treasurer Eickholt noted the winter delinquent taxes have been settled with the County and a check has been deposited into the appropriate fund accounts. The fund accounts now contain the appropriate finances to cover the ambulance and fire contract expenditures.

A motion was made by Treasurer Eickholt, supported by Supervisor Hill to issue checks to Owosso Township fire for \$46958.40, Twin Township Ambulance for \$6840.00 and Corunna Ambulance for \$7055.00 for the 2019 taxes collected. A roll call was taken, all ayes. Motion approved.

#### Call to Public:

Planning Commissioner Winters noted there was one proposed land division possibly two in an upcoming planning meeting. He also spoke about the Water Trail Coalition doing depth measurements in three places along the Shiawassee River.

#### Payment of Bills:

June Expenditures		Hill	Eickholt	Wirwicki	LeCureux	Foster
Consumers Energy	\$ 72.54					
Frontier Communications	\$ 61.22					
Payroll	\$ 3,440.86					
Payroll taxes	\$ 1,111.54					
G & W's Family Lawncare	\$ 1,950.00					
Burnham & Flower 20/21 Renwal of MPAC	\$ 4,974.00					
Burnham & Flower Accident Fund	\$ 1,117.00					
\$61.60 would like to get 2 rolls of stamps to keep extra on hand	\$ 110.00					
Postage for Permanent Av Ballots 112	\$ 78.40					
Allison Richardson Hall refund	\$ 200.00					
Margie Westerland Hall Refund	\$ 200.00					
Carrie Farr	\$ 200.00					
MTA Dues	\$ 945.04					
Clerk Wirwicki for postage and travel to post office twice and accountant twice	\$ 65.35					
Trusee Foster for Face mask for board meeting	\$ 8.47					
<b>Total Expenditures</b>	<b>\$14,534.42</b>	Aye	Motion	Aye	Support	Aye

The next regular board meeting will be July 13, 2020 at 7:00pm at New Haven Township Hall. Motion by Treasurer Eickholt, supported by Clerk Wirwicki to adjourn at 9:08pm. All ayes. Motion Carried. Respectfully Submitted,

Heather Wirwicki, New Haven Township Clerk