

Clarendon Township Board Meeting

Monday, December 11, 2023
Regular Meeting Minutes

- I. **Opening:** Present were Steve Schrock, Ericka Tryon, Tim Anderson, Rose Mary Berry, and James Russell. Also present were 12 members of the public.
 - A. Meeting called to order at 7:30 PM by Supervisor Schrock followed by the pledge of allegiance to the flag.
- II. **Additions to and Approval of Agenda:** Motion to approve by Tim Anderson; second by Rose Mary Berry. Motion Carried
- III. **Public Voice:** Law Firm Presentation - BAUCKHAM, THALL, SEEBER, KAUFMAN, & KOCHES P.C. – Represents mainly municipalities across Michigan
- IV. **Minutes:** Motion to approve by Rose Mary Berry; second by Tim Anderson. Motion Carried
- V. **Correspondence:**
 - A. **Board of Review** – The December Board of Review meeting will be held on Tuesday, December 12th @ 1pm in the Clarendon Township Hall.
 - B. **Social Security Administration** – Starting in 2024 W2's must be filed electronically. Received Activation Code that does not work. Joining webinar 12.13.23 for additional support
 - C. **Postal Service** – Election Mail Handling Guidelines. Clerk provided appropriate mailing address for upcoming 2024 election
 - D. **Homer Index** – Clarendon Township Holiday Greeting
- VI. **Treasurer's Report:** Rose Mary to renew several CDs to get a better rate. Motion to approve report by Tim Anderson; Second by Ericka Tryon. Motion Carried.
- VII. **Elections:**
 - A. **Election Inspector Survey:** Available on Township Webpage and is posted on the Townhall Message Board
 - Letter of Availability sent to previous election inspectors
 - B. **Early Voting Options** (Ericka Tryon): In November 2022 Proposal 22-2 was approved by Michigan Voters. This means we will be offering 9 days of Early Voting for State and Federal Elections. Calhoun County has offered to provide a central location for those interested in voting early. By joining the County costs would be shared and election inspectors will be shared from all the Townships working with the County. These 9 days will include 2 weekends and the 5- week days before the election. The Early Voting Center (E.V.C.) will be opened for eight hours each day.
 - **Estimated Cost to Township if we Do Not partner w.County = \$53,404**
 - **Estimated Cost to Township if we Do partner w. County = \$10,668.79**
 - C. **EV Inspectors:** 135 Interested Applicants
 - D. **Drop Box Surveillance:** Installed 11/4/23 by James Hyde.
 - E. **AV Application** – Pending Finalization of Verbiage
 - F. **AV Secrecy Verbiage has changed** - Unable to utilize previous stock
 - G. **Programing** – Clerk delivered Cards to County
 - H. **AV Ballots Ordered** – 150 “R” 100 “D” – Based on 2020 statistics
- VIII. **Accounts Payable:** Look for W2's mid-January. Purposed Budget Total Increase of \$2,450.00 to account for Line-Item adjustments. Reallocating Maps and Capital Outlay funds. **Total Budget: \$231,356.66.** \$26,657.12 Motion to approve by Tim Anderson; second by Rose Mary Berry. Motion Carried
- IX. **Committee Reports:**
 - A. **Ambulance Report** (Steve Schrock): Audit should be ready for review in January. Decrease in runs this year, but an overall increase in mutual aid. Disciplinary Issue reviewed.
 - B. **Homer Fire Board Report** (Rose Mary Berry or Tim Anderson): Grant received grant and will be spent on new equipment. All townships passed fire budgets for the year. Pending workman comp quote
 - C. **Homer Lake Board Report** (Tim Anderson): Fired Clerk. Year end meeting completed.
 - D. **Tekonsha Fire Board Report** (Steve Schrock): Ladder for new truck on back order. Moving to Quarterly meeting.
 - E. **Zoning Enforcement Report** (Randy Shank): Some property owners that have received letters are starting clean up of properties. Pending Court Decisions

- F. **County Road Department Report** (Jim Russell or Steve Schrock): Pending P Drive project approval. Steve to attend MTA meeting.
- G. **Sexton Report** (Tyler Butters): Prices for Grave Openings have increased since 2017. Would like to review current charges and update appropriately. Will bring to next meeting for review.
- H. **Planning Commission Report** (Richard Maples):

X. **Old Business:**

- A. **Dump Day:** 2nd SAT in April
- B. **Porta Johns/Wheelies:** Tabled to Spring.
- C. **Parks Millage (Trees for Don):** Tabled to Spring.
- D. **P-Drive Update:** Pending County Road Approval – Clerk to send Check once Received.
- E. **Q-Drive Concern:** Pending payment of bills. Pending Tickets entered into the courts. Von following up.
- F. **Cuff Alt Dwelling:** Pending Response from Residents. **Randy to send a note.**
- G. **SLFRF (Covid) Funds: Clerk prepping year end reports.**
 - **Funds Remaining = \$83,218.28**
 - Tekonsha Fire Department requested 7,000 for new equipment. Motion to approve by Rose Mary Berry and seconded by Ericka Tryon. Motion carried. – **Dispersed Feb 2023.**
 - Homer Fire Department for new equipment. Motion to approve by Rose Mary Berry and seconded by Ericka Tryon. Motion carried – **Dispersed July 2023.**
 - Board approved \$7,000 for Quoted equipment. Motion to approve by Rose Mary Berry and seconded by Tim Anderson. Motion carried. Clerk to file Quote. – **Dispersed Feb 2023.**
 - Roads – **Dispersed \$17,692.50 July 2023**

XI. **New Business:**

- A. **New Lawyer** – BAUCKHAM, THALL, SEEBER, KAUFMAN, & KOCHES P.C motion to approve by Ericka Tryon and seconded by Tim Anderson. Motion Carried
- B. **Hazard Mitigation Plan** – FEMA no cost program. Not mandatory but recommended. Clerk to prep report for January Meeting
- C. **Invasive plant in Calhoun County mile-a-minute weed outreach** – Representative to speak at next month’s meeting
- D. **Board of Review** – Motion to pay Board of Review early approved by Rose Mary Berry. Second by Tim Anderson. Carried.
- E. **Increase in Line-Item Budgets:** Purposed Budget Total Increase of \$2,450.00 to account for Line-Item adjustments. Reallocating Maps and Capital Outlay funds. **Total Budget: \$231,356.66.**
 - Board of Review - Increase Line-Item Increase by \$600.00 to \$2000.00
 - Insurance – Increase Line-Item Cost in Budget. Increase of \$500.00 to \$9,500.00
 - Garbage Svc – Increase Line-Item Cost in Budget. Increase of \$2,500.00 to \$3,500.00
 - Safebuilt – Increase Line-Item Cost in Budget. Increase of \$12,000 to \$20,000.00. Township is Reimbursed for this line item.
- F. **Side Porch Light** – Dark on Steps when coming out of the building at night. Steve to reach out to electrician for quote

XII. **Land Use Permits:** Motion to approve by Tim Anderson; second by Rose Mary Berry. Motion Carried

Land Devision	07-026-015-01	07-026-015-02	#104	12/3/2023
---------------	---------------	---------------	------	-----------

XIII. **Adjournment:** Meeting was adjourned at 8:25 PM.

Respectfully submitted,
Ericka Tryon, Clerk

Steve Schrock, Supervisor

Ericka Tryon, Clerk