

## Clarendon Township Board Meeting

Monday, March 13, 2023  
Regular Meeting Minutes

- I. **Opening:** Present were Steve Schrock, Ericka Tryon, Rose Mary Berry, Tim Anderson and James Russell. Also present were 4 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 Rose Mary Berry; second by Tim Anderson.
- III. **Public Voice:**
  - A. Portia Hyde – Discussed concerns regarding the pot holes on P Drive South
- IV. **Minutes:** Motion to approve by Rose Mary Berry; second by Tim Anderson. Motion Carried
- V. **Correspondence:**
  - A. Government Leader Forum Invitation
  - B. Jessica Kelly – Sent Letter concerning P Drive South to Diana Thompson
  - C. Rebecca de Finta – Will Attend May 8<sup>th</sup> Township Meeting to discuss 2022 Senior Millage
  - D. Covid Funding – <https://sam.gov/content/entity-registration>

**Unique Entity ID Requirement Emphasis** – All subrecipients and contractors are required to have a Unique Entity ID (UEI) and have that number included as part of the reporting process. The UEI is the replacement for the previously used DUNS numbers, and they are issued by SAM.gov. While this requirement is not new, starting in April 2023's P&E Report the report form will now return an error when no valid UEI is provided when creating new Subrecipient or Contractor entities. Please consult SAM.gov here if you have questions about obtaining a UEI.
- VI. **Treasurer's Report:** Motion to approve report by Ericka Tryon; Second by Rose Mary Berry. Motion Carried.
- VII. **Elections:** Clarendon Township will not have a May Election
- VIII. **Accounts Payable:** Total Bills: \$ \$ 29,418.98. Motion to approve by Rose Mary Berry; second by Tim Anderson; carried.
- IX. **Committee Reports:**
  - A. **Ambulance Report** (Steve Schrock): Steve sick. Will attend next Meeting
  - B. **Homer Lake Board** (Tim Anderson): Tim to attend next Meeting
  - C. **Homer Fire Board** (Rose Mary Berry or Tim Anderson): Short Meeting. Filing for a Cost Recovery Program. Steve to follow up on Ordinance 25 regarding wire calls
  - D. **Tekonsha Fire Board** (Richard Maples or Steve Schrock): No Meeting
  - E. **Zoning Administrator Report** (Randy Shank): Randy sent out notices to additional customers. Will follow up with Safebuilt
  - F. **Sexton** (Tyler Butters): One Funeral. Damage from storms to Cooks Prairie
  - G. **Planning Commission Report** (Richard Maples): Discussed Abatements and who can perform Abatements.
  - H. **County Road Department Report** (Steve Schrock): Steve submitted 5 year plan for Township Roads to be addressed.
- X. **Old Business:**
  - A. **Dump Day:** 3<sup>rd</sup> Saturday of April. Ericka Tryon to reach out to Homer Index to post.

- B. **Porta Johns/Wheelies:** 1<sup>st</sup> week of May. Steve to reinstate.
- C. **Parks Millage:** Tim Reviewing Quotes for Flag Poles
- D. **P-Drive Update:** Pursuing Alternative Options. May be resolved with proposal 509. Diane Thompson to see if she can assist.
- E. **Q-Drive Concern:** Abatement to have trailers removed in process.
- F. **SLFRF Funds:** Additional Funding Check Received. Total Funding = \$ 121,871.17.
  - Tekonsha Fire Department requested 7,000 for new equipment. Motion to approve by Rose Mary Berry and seconded by Ericka Tryon. Motion carried. – Received Invoice
  - Homer Fire Department for new equipment. Motion to approve by Rose Mary Berry and seconded by Ericka Tryon. Motion carried
  - 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. – Received Invoice

XI. **New Business:**

- A. **Pay BOR Early:** Steve to report attendance to clerk. Motion to approve by Ericka Tryon; Supported by Rose Mary Berry; Motion Carried
- B. **Budget Review:** Steve, Ericka, and Rose Mary need to meet to review the Budget for 2023-2024. Would Saturday, April 1<sup>st</sup> work for everyone? Clerk to send Budget Review Report to Board Members prior to regular April Township Meeting.
- C. **Flag Pole Quote** – Recent Quote received \$3,541.75. Tim to present future quotes.

XII. **Land Use Permits:** No Land Use Permits

XIII. **Adjournment:** Meeting was adjourned at 8:34 PM.

**Respectfully submitted,**  
Ericka Tryon, Clerk

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Steve Schrock, Supervisor

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Ericka Tryon, Clerk