

Clarendon Township Board Meeting

Monday, November 13, 2023
Regular Meeting Minutes

- I. **Opening:** Present were Steve Schrock, Ericka Tryon, Tim Anderson, Rose Mary Berry, 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:** Addition of Quickbooks topic. Motion to approve by Tim Anderson; second by Rose Mary Berry. Motion Carried
- III. **Public Voice:**
 - A. **Terri Peterson** – Power Line Concerns
- IV. **Minutes:** Motion to approve by Tim Anderson; second by Rose Mary Berry. Motion Carried
- V. **Correspondence:**
 - A. **Homer Index** – Request to share Meeting Agenda’s. Ericka to follow up to see if Clarendon Township would be responsible for paying for any news articles
 - B. **Social Security Administration** – Starting in 2024 W2’s must be filed electronically
- VI. **Treasurer’s Report:** Motion to approve report by Ericka Tryon; Second by Tim Anderson. Motion Carried.
- VII. **Elections:**
 - A. **Clarendon Township will not have a November Election**
 - B. **Election Inspector Survey:** Available on Township Webpage and is posted on the Townhall Message Board
 - Letter of Availability sent to previous election inspectors
 - C. **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 (Clarendon Partnering w.County)**
 - D. **EV Inspectors:** 135 Interested Applicants
 - E. **Drop Box Surveillance:** Installed 11/4/23 by James Hyde.
- VIII. **Accounts Payable:** \$12,387.85 Motion to approve by Tim Anderson; second by Rose Mary Berry. Motion Carried
- IX. **Committee Reports:**
 - A. **Ambulance Report** (Steve Schrock): Audit to be completed this week. Decrease in runs this year, but an overall increase in mutual aid. Station utilities are still a concern. Evaluations of the Director are underway. New process of unpaid/uncollectable bills. Department to wait 60 days to bill so insurance deductible has an increase chance of being met so there is a higher probability of the ambulance bill being paid.
 - B. **Homer Fire Board Report** (Rose Mary Berry or Tim Anderson): Short Meeting. Grant Received for new equipment. Mike George is now a member of the board. New Fire Budget has been discussed. No Changes year over year. Clarendon Township approves keeping the level of fire protection the same in the upcoming year.
 - C. **Homer Lake Board Report** (Tim Anderson): no meeting
 - D. **Tekonsha Fire Board Report** (Steve Schrock): no meeting
 - E. **Zoning Enforcement Report** (Randy Shank): Some property owners that have received letters are starting clean up of properties.
 - F. **County Road Department Report** (Jim Russell or Steve Schrock): John Midgley to Retire.
 - G. **Sexton Report** (Tyler Butters): no meeting
 - H. **Planning Commission Report** (Richard Maples): no meeting

X. Old Business:

- A. **Dump Day:** Tabled to Spring.
- B. **Porta Johns/Wheelies:** Tabled to Spring.
- C. **Parks Millage (Trees for Don):** Tabled to Spring.
- D. **P-Drive Update:** Road agreement Received to Restore P Drive S for 97k. Clarendon to utilize remaining Covid funds.
- E. **Q-Drive Concern:** Bill for Q Drive received. Formal Expenses and Letters to be sent to Q Drive Residents. If unpaid, the invoice amount will be added to tax bill.
- F. **Cuff Alt Dwelling:** Pending Response from Residents.
- G. **SLFRF (Covid) Funds:**
 - **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. **Decker Insurance** – Increase of \$695 from last year. Total premium for yearly protection totals \$8,811.00. Ericka Tryon To Send acceptance letter to Decker Insurance. Motion to approve by Tim Anderson; second by Rose Mary Berry. Motion Carried
- B. **New Lawyer** – Steve has been in communication with recommended lawyer based out of Kalamazoo. Lawyer will be invited by Steve to December’s meeting. Rate would be 200.00 per hour. Pending Additional Information.
- C. **Fed Aid Tree Trimming Project** - Government Aid to pay for tree clearing on T Drive due to increase in Traffic Accidents.
- D. **MTA Proposal** – MTA would like to complete a pot hole review for Clarendon Township at the cost of 7k – 10k to be billed to the township. Steve to ask that Clarendon Township be removed from the proposal.
- E. **Road agreements for road work in 2024** – Road Proposal to complete P Drive restoration. Clarendon to utilize remaining Covid Funds to complete. Ericka Tryon to send check and signed agreement to the county. Motion to approve by Tim Anderson; second by James Russell. Motion Carried
- F. **Quickbooks Desktop** – Quickbooks Desktop is being discontinued. Motion was made by Ericka Tryon to transition Clarendon Township to Quickbooks Online. Total Cost for first year totaled \$1,322.50. with an increase to \$2,600.00 every year after. Tim Anderson Seconded motion. Motion Carried. Ericka Tryon to complete transition of Clerk Database then assist Rose Mary Berry with transition of the Treasurer Database.

Order #9130357594389346 – Rep: Anthony Ferisso 469-388-6753
- G. **Fire Protection** – Motion to keep fire protection cost/protection the same for the upcoming year set forward by Rose Mary Berry. Second by Tim Anderson. Motion Carried. Rose Mary Berry to follow up with Fire Board.

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

Permit#16-2023	Rockie Hall	1948 22 Mile Rd	Modular Home	11/14/2023
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XIII. Adjournment: Meeting was adjourned at 9:35 PM.

Respectfully submitted,
Ericka Tryon, Clerk

Steve Schrock, Supervisor

Ericka Tryon, Clerk